



Tabor College

Social Work Department

Field Education Continuity Plan for Disruption of Field Placement Activities Due to COVID-19

In response to COVID-19, Tabor College has moved to delivering classes from the traditional setting to online beginning March 23 until April 6, 2020. Students enrolled in Field Placement and the Junior Field Experience are able as deemed appropriate by the host agency to continue to participate in all agency-sponsored activities to complete the 400 hours requirement or 40-hour requirement respectively.

As emerging social work professionals, students must coordinate with their Field Instructor to make an informed decision pertaining to their practicum/field experience attendance. **The Field Director and Program Director will support the student's plan to attend practicum/field experience in person or remotely.** In some situations, agencies will mandate that practicums/field experiences be conducted remotely.

The following plans and protocols need to be followed regarding field education attendance in order to accumulate field hours:

- Students need to coordinate practicum attendance and planning with assigned field instructors.
- Students need to continue to record practicum hours as prescribed.
- Students need to follow directives of the field site, including mandatory agency closures and modifications.
- If the field site is closed, students need to communicate with the Tabor College Field Director that practicum hours will be completed remotely.
- If the field site is open, students need to attend only the practicum while closely monitoring their own health and safety.

Contingency Practicum Plan for Remote and Virtual Activities:

The Tabor College Social Work Program developed a plan to address temporary disruption to students' social work field placement due to COVID-19. As of March 23, 2020, students who need to serve their agency and clients remotely will be supported with alternative methods, which will be specifically delineated between the student and site supervisor and approved by Tabor College Field Director.

Students needing to engage in alternative remote practicum experiences need to coordinate the assigned tasks with their field supervisor and then be approved by the Tabor College Field Director by March 25. The approval of the Tabor College Field Director is required to ensure compliance measures are met for the agency and accreditation standards. The end-of-semester evaluation is still required.

Remote Field Activity Plan Requirements:

- The alternative learning agreement (for those enrolled in SW428) is emailed to the Field Director by March 25.
- Attend scheduled zoom Senior Seminar Class Sessions.
- If alternative plans are needed please contact the field director immediately.

For all questions related to this policy, please contact Mary Gill, Field Director, at marygill@tabor.edu.

If you and your field supervisor are in need of alternative field education activities, please contact the Field Director.

***Confidentiality and the Use of Technology:**

All students must comply with relevant laws, regulations, NASW ethical standards, and organizational policies to ensure the confidentiality of clients. [Code of Ethics](#) provides guidance around confidentiality. While each agency should develop its own protocols around the use of technology and confidentiality, the following best practices should be followed by all students:

- Take reasonable steps to maintain appropriate boundaries when using personal phone numbers or other electronic communication. For example, consider temporarily hiding your caller ID when making outgoing calls to clients.
- Position web cameras so that others can only see your face—all visible confidential data should be removed from camera view.
- Conduct all sensitive conversations in a private space. Be mindful of the potential for family members or bystanders to overhear any portion of your discussions.

Social Work Core Competencies

All levels of students in field practicum will address 10 core competencies and a subset of practice behaviors associated with each competency specific to the level (BSW).

1. Demonstrate Ethical and Professional Behavior
2. Engage Diversity and Difference in Practice
3. Advance Human Rights and Social, Economic, and Environmental Justice
4. Engage in Practice-Informed Research and Research-Informed Practice
5. Engage in Policy Practice
6. Engage in Individuals, Families, Groups, Organizations, and Communities
7. Assess with Individuals, Families, Groups, Organizations, and Communities
8. Intervene Individuals, Families, Groups, Organizations, and Communities
9. Evaluate Individuals, Families, Groups, Organizations, and Communities

Resources Addressing COVID-19:

[Coronavirus Disease 2019 \(COVID-19\) | CDC](#)

[Coronavirus disease 2019](#)

[Keeping Your Distance to Stay Safe](#)

<https://store.samhsa.gov/system/files/sma14-4894.pdf>

<https://www.virusanxiety.com/>

[Taking Care of Your Behavioral Health During an Infectious Disease Outbreak](#)

[COVID-19 Stop the Spread of Germs](#)

Local Health Departments

Local Emergency Management Teams

Electronic and Digital Access:

[CHAIRMAN PAI LAUNCHES THE KEEP AMERICANS CONNECTED PLEDGE](#) (resources regarding internet access)

Tabor College Library: The library remains accessible during this remote time 24/7. The librarian is available through email at janetw@tabor.edu, via Zoom meeting, and telephone to meet as needed. If you do not have access to a computer, notify the Tabor College Program Director.

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