Fact Sheet
for
HUMAN SERVICES
Student Placements

Agency Requirements
- Students are required to be supervised by a worker with a suitable degree which could include (Human Services, Behavioural Studies, Social Work, Psychology, Social Sciences, Counseling and/or other Social and Behavioural Sciences-type degrees considered to be relevant)
- Supervisors are required to have a minimum of 2 years post-qualifying working experience

Placement Hours
- First Placement 165 hours (10 weeks, 3 days per week)
- Second Placement 235 hours (12 weeks, 3 days per week)

Supervision
- Students are expected to receive approximately 1 hour of formal supervision per week, in addition to the informal supervision, support and debriefing on a daily basis that generally occurs for students on placement
- A UQ liaison tutor will undertake a minimum 3 formal liaison contacts (2 x visits and a phone call) to the organisation to meet with the student and their supervisor to support the placement process and address any concerns and/or issues if they arise

Student Activities on Placement
The placement course is titled Working in the Field and as stated in the Human Services Field Placement Manual located on the Field Education Website (The UQ School of Nursing, Midwifery & Social Work Field Education Website). Examples of activities suitable for students on placement include:
- Observing, assisting and facilitating group meetings
- Supervised interviews with clients and service users
• Maintenance of records and reports, including reviewing files and preparing summary reports
• Visits to other agencies and services
• Assisting and facilitating community consultations, advocacy, training or educational activities and programs
• Gathering and analysing data for research, social histories or service/program evaluations
• Observing, planning and/or conducting non-therapy groups (e.g., teaching social skills or budgeting, activity groups or information classes for young people)
• Meeting individually with clients to provide support and assistance, such as social skills training
• Administration and scoring of assessments, questionnaires, surveys
• Writing social histories and other reports
• Working on special projects (e.g. program evaluation, preparation and organisation of an event, development of a new program or service)
• Administrative duties such as preparing information kits for clients, resource kits for staff
• Previewing new educational material and videos for potential use with clients
• Attending conferences, seminars and training sessions
• Assisting with writing a funding submission or fund raising activities

Note
• Students can only conduct research or data gathering when they have developed an appropriate ethics protocol and have approval from the relevant ethics committee/authority as set out in the host organisation’s policy manual

Further Information
• [The UQ School of Nursing, Midwifery & Social Work Website](#)
• [The UQ School of Nursing, Midwifery & Social Work Field Education Website](#)

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