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### Agency Requirements

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- Students are required to be supervised by a worker eligible for membership with The Australian Association of Social Workers (AASW)
- Field Educators (Supervisors) must have a minimum of 2 years post-qualifying working experience
- A mid-semester and final semester final evaluation is to be completed by the supervisor

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### Placement Hours

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#### Bachelor of Social Work (Honours)

- First Placement 500 hours (18 weeks, 4 days per week)
- Second Placement 500 hours (18 weeks, 4 days per week)

#### Masters of Social Work Studies

- 32 Unit Program - First Placement 500 hours (18 weeks, 4 days per week)
- 32 Unit Program - Second Placement 500 hours (18 weeks, 4 days per week)
- 24 Unit Program - First and only placement 600 hours (18-21 weeks, 4-5 days days per week)

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### Supervision

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- 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 field liaison tutor will undertake a minimum of 2 formal liaison contacts throughout the placement in order to support the placement process and address any concerns and/or issues if they arise

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### Student Activities on Placement

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- Please refer to the Social work Field Education Manual which is available on the Field Education webpage ([The UQ School of Nursing, Midwifery & Social Work Field Education Website](#)). Examples of the types of activities 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 (eg program evaluation, preparation and organisation of an event, development of 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

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### Further Information

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- [The UQ School of Nursing, Midwifery & Social Work Website](#)
- [The UQ School of Nursing, Midwifery & Social Work Field Education Website](#)
- Email: [fielded@uq.edu.au](mailto:fielded@uq.edu.au)
- Telephone: +61 7 3365 2068