**SENECA COLLEGE**

**SOCIAL SERVICE WORKER - GERONTOLOGY**

**GWL357 PROGRESSIVE FIELD PLACEMENT EVALUATION**

OFFICE USE ONLY FINAL EVALUATION

STUDENT’S NAME:

FIELD SUPERVISOR’S NAME:

SAT

AGENCY/FACILITY:

UNSAT

FIELD LIAISON: Valerie Vickery, Field Coordinator / Liason

This evaluation is developed with reference to the MCTU Vocational Standards for Social Service Work – Gerontology and the OCSWSSW Codes of Ethics and Standards of Practice. Students have developed their own Learning Contract, specific to their needs and the opportunities available to them in their placement, in five areas of growth; Job Knowledge, Integration of Knowledge and Practice, Practice Skills, Self Awareness, and Use of Supervision. Using their learning contract as an aid, please complete the evaluation with the student using the following descriptors:

**5**- The student consistently and substantially exceeds all identified expectations and outcomes in this element. (SAT)

**4**- The student operates above expectations in all identified expectations and outcomes in this element. (SAT)

**3**- The student demonstrates competence at the expected level in identified expectations and outcomes in this element. (SAT)

**2**- The student is approaching competency in the identified expectations and outcomes in this element. Extensive supervision and coaching required. (UNSAT)

**1**- The student does not meet expectations in this element. (UNSAT)

Notes: Students who receive more than five indicators of “2” or lower are in jeopardy of failing placement. Students who disagree with components of their evaluation are instructed not to sign the evaluation and to make notes on the areas/indicators of disagreement. This discourse will be escalated to the Field Liaison for a conference with the Program Coordinator, student, agency, and field supervisor to determine the final outcome.

Please focus on any new skill development or strengthening of established skills, as well as helping the student identify gaps in knowledge or experience. We recommend a collaborative approach in the completion of this evaluation with input from both the student and the supervisor. Please combine all feedback in a single form and forwarded to the college. Your support and feedback during this evaluation process is greatly appreciated. Both the Mid-term and Final Evaluations are tracked on the same form.

 Placement Supervisor Signature Date

 Student Signature Date

 Seneca Field Liaison Signature Date Received

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| **A. Job Knowledge and Requirements** | **Mid** | **Final** |
| 1. Displays a thorough understanding of knowledge required to perform duties outlined on the student job description. |  |  |
| 2. Integrates knowledge and concepts of the agency’s mandate, functions, and goals into every aspect of their work. |  |  |
| 3. Understands current field placement responsibilities. |  |  |
| 4. Is punctual and maintains agreed upon hours. |  |  |
| 5. Takes initiative and actively seeks new learning opportunities.  |  |  |
| 6. Manages placement time appropriately and completes all assigned tasks within expected timelines. |  |  |
| 7. Demonstrates the ability to work independently within a team setting. |  |  |
| 8. Demonstrates the ability to collaborate with agency employees, volunteers, and community partners. |  |  |

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| **B. Integration of Knowledge and Practice** | **Mid** | **Final** |
| 1. Demonstrates competence in assessing needs, strengths, and resources of older adults. |  |  |
| 2. Plans, implements, and evaluates programs and activities with consideration to the five domains: physical, emotional, social, psychological, and spiritual needs of older adults.  |  |  |
| 3. Records information accurately and professionally in written, oral, and electronic formats and maintains client confidentiality.  |  |  |
| 4. Displays understanding and responsiveness to seniors’ needs. |  |  |
| 5. Displays understanding of diversity in a seniors’ environment. |  |  |
| 6. Contributes ideas and knowledge in team meetings and supervision. |  |  |

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| **C. Practice Skills** | **Mid** | **Final** |
| 1. Adheres to professional and ethical standards of conduct governed by the OCSWSSW. |  |  |
| 2. Follows the directions of placement supervisor and agency staff.  |  |  |
| 3. Displays positive regard toward clients served by the agency/facility.  |  |  |
| 4. Demonstrates competence in planning, implementing, and evaluating client-centered programs and events from an empowerment anti-oppressive approach. |  |  |
| 5. Demonstrates competence in facilitating or co-facilitating groups with minimal or no supervision. |  |  |
| 6. Readily builds rapport with clients served by the agency/facility. |  |  |
| 7. Identifies and utilizes community resources appropriately in service provision. |  |  |

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| **D. Self Awareness** | **Mid** | **Final** |
| 1. Recognizes professional and interpersonal challenges, and resolves them in a timely manner. i.e. Demonstrating reflective practice. |  |  |
| 2. Separates personal issues from professional role. Able to establish professional boundaries with clients and staff. |  |  |
| 3. Demonstrates the ability to address difficult emotions of self and others. This may include conflict-resolution, mediation, reflective practice.  |  |  |
| 4. Shows confidence in own abilities, strengths, and resources.  |  |  |
| 5. Practices self-care regularly. |  |  |

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| **E. Use of Supervision** | **Mid** | **Final** |
| 1. Actively seeks supervision when necessary and appropriate. |  |  |
| 2. Is receptive to and implements constructive feedback and recommendations from supervisor. i.e. demonstrates thoughtful reflective practice when receiving feedback and demonstrates positive changes. |  |  |
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| **TOTAL GRADE** | **Mid** | **Final** |
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**Placement Supervisor Comments for MIDTERM EVALUATION:**

Supervisor’s evaluation of progress to date. Specific concerns and outstanding achievements should be listed, and recommendations for remedial action for unsatisfactory or problem areas.

**Midterm Evaluation**

**Student Comments for MIDTERM EVALUATION:**

**Midterm Evaluation**

**Placement Supervisor Comments for FINAL EVALUATION:**

**Final Evaluation**

**Student Comments for FINAL EVALUATION:**

**Final Evaluation**

**Seneca Field Liaison Comments for FINAL EVALUATION:**

**Final Evaluation**

**F. OVERALL PERFORMANCE**

Please add up the number of grades attained in each element when determining the overall performance of your student this semester. The Seneca Field Liaison is responsible for assigning the final grade for field placement. Please note more than five areas evaluated at or lower than ‘2’ places the student at risk for receiving UNSAT. A Student Plan for Success will be developed in consultation with the agency field supervisor, Seneca Liaison, and student to rectify at risk elements. Documentation and a meeting are required to determine the final outcome.

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| MID | FINAL | **SUPERVISOR’S RECOMMENDATION** |  |
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 | **The student consistently and substantially exceeds all identified expectations and outcomes.** | **(SAT)** |
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 | **The student operates above expectations in all identified expectations and outcomes in this element.** | **(SAT)** |
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 | **The student demonstrates competence at the expected level.** | **(SAT)** |
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 | **The student needs to demonstrate significant improvement and/or requires extensive supervision and coaching to reach the expected level.** | **(UNSAT)** |
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 | **The student does not meet expectations.** | **(UNSAT)** |

**MIDTERM SIGNATURES**

**Supervisor’s Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Student’s Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Liaison’s Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FINAL EVALUATION SIGNATURES**

**Supervisor’s Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Student’s Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Liaison’s Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_