

WEBER STATE UNIVERSITY

SOCIAL WORK PROGRAM

STUDENT HANDBOOK

2019/2020 ACADEMIC YEAR

PART 1: Introduction

Weber State University

The Social Work Program is housed at Weber State University within the College of Social and Behavioral Sciences. Weber State University was founded in Ogden, Utah, as Weber State Academy on January 1889 by the Weber State Board of Education of the Church of Jesus Christ Latter-day Saints. The 1933 Utah Legislature established Weber College as a state junior college and placed it under the control of the Utah State Board of Education. Following World War II the college outgrew its downtown campus and moved to the present 400-acre site spectacularly perched on the mountainside overlooking Ogden and the Great Salt Lake.

In 1959 the Utah Legislature authorized addition of upper division courses, leading to awards of the first baccalaureate degrees by Weber State College in 1964. The 1969 legislature created the Utah System of Higher Education, comprising nine public institution of higher learning, including Weber State College. The system is covered by its own Board of Trustees; the governor appoints members of both boards.

In 1990 the legislature re-named the institution “Weber State University,” effective New Year’s Day 1991. Thus dawned Weber State’s current role as a Utah metropolitan university, with a student population of approximately 26,000, mostly from the Wasatch Front where 80 percent of the state’s populations resides within a 90 mile area.

Department of Social Work and Gerontology

Social work courses were first introduced into the curriculum at Weber State College in September 1965 *under the direction and leadership of Dr. Raymond H. Clark, who was the Department Chair for 29 years.* At that time, one social worker (M.S.W.) joined the college faculty to teach selected courses in Sociology/Social Work. The social work courses, at that time, were integrated into the sociology curriculum and were listed as sociology classes. As more social work courses were developed, due to student demand and as additional social workers joined the faculty, greater discrimination was made between the discipline of Sociology and Social Work.

In 1970-71, the first major structural change in the department occurred. The department designation was changed from the Department of Sociology and Anthropology to the Department of Sociology, Anthropology and Social Work. Courses taught within the department were for the first time, designated as social work courses, which furthered the identification of social work within the college and community.

A major thrust was initiated in 1971-72 to develop a Certificate Program in Social Work. The College Curriculum Committee approved the proposal and the program was initiated during the 1972-73 academic year.

In May of 1975, the Undergraduate Certificate Program in Social Work was granted accredited status by the Council on Social Work Education, retroactive to the beginning of the 1974-75 academic year. Concurrently, a proposal to establish a Bachelor of Social Work degree (major) was approved by the College and submitted to the Utah State Board of Regents. In May of 1975, the Board of Regents reviewed the proposal submitted to them. The Board of Regents was reluctant to act upon the request to establish the major insofar as other institutions of higher education in the state did not offer a major, but had programs similar to the one that existed at Weber State College. The Board of Regents requested that the proposal to establish a major at Weber State be re-examined in two years. During this two-year period, a review of all social work education programs in the State would be undertaken and a master plan for social work education developed.

In November of 1974, the Utah State Board of Regents appointed an Ad Hoc Committee to study social work/social service education within the Utah System of Higher Education. The assignment given to the Ad Hoc Committee was to review and assign role responsibility across the social work educational continuum.

In June of 1983, the State Board of Regents' action to grant a social work major at Weber State College was approved. The major in social work was implemented in July of 1983, and the first social work majors graduated in June of 1984.

During the 1984-85 academic year, a separate social work budget was approved which provided greater autonomy for social work. Negotiations began to create a separate Department of Social Work, which was approved and became operational July 1, 1985.

In 1988, as part of its strategic planning, the School of Social Sciences reviewed all of its academic programs. As a result of that process, the Center on Aging (which housed the

Gerontology major) was merged with the Department of Social Work. In 1989, the Board of Regents approved the proposed merger, and the name of the department was changed to the Department of Social Work and Gerontology.

The Social Work program at WSU is currently accredited through the year 2025 and conforms to the Education Policy and Accreditation Standards ([EPAS, 2015](#)) of the Council on Social Work Education (CSWE).

PART 2: Guiding Principles

Mission of Weber State University

Weber State University provides associate, baccalaureate and master degree programs in liberal arts, sciences, technical and professional fields. Encouraging freedom of expression and valuing diversity, the university provides excellent educational experiences for students through extensive personal contact among faculty, staff and students in and out of the classroom. Through academic programs, research, artistic expression, public service and community-based learning, the university serves as an educational, cultural and economic leader for the region. (Approved by Board of Regents, July 2011.)

Mission of the Social Work Program Weber State University

The institution's mission provides direction and offers a sound framework for the mission of the Weber State University Social Work Program:

The WSU Social Work Program: prepares undergraduate students in beginning generalist social work practice with diverse people and systems in a wide variety of settings and contexts, with special focus on the unique needs of individuals, families, and communities in northern Utah and the broader intermountain region. Emphasis is placed upon the development of knowledge, skills, and ethics required of bachelors-level practitioners. Additionally, the Program emphasizes an underlying value of service to individuals, families, groups, communities, organizations, and institutions. Graduates of the Social Work Program are charged with commitment to the development of human well-being and to the

alleviation of poverty and oppression. (Approved by Social Work Program faculty, August 2007. Reaffirmed December 2013.)

Goals of the Social Work Program

From the mission of the Social Work Program at Weber State University flow specific program goals which direct the activities of faculty members and staff and guide students in their professional preparation. In the context of an interdisciplinary, liberal arts education, the Social Work Program at Weber State University provides teaching and learning opportunities that:

1. Facilitate the development and integration of knowledge, values, and skills, grounded in the profession's history, purposes, and philosophy, for competent and effective professional social work practice (**Integration of knowledge, values, and skills for practice**);
2. Help ensure practice and behavior that is consistent with the principles, values, and ethics of the profession of social work (**Ethical practice**);
3. Encourage respect for and appreciation of human diversity (**Diversity**);
4. Promote an understanding of the complex network of systems that impact and are impacted by individuals, families, groups, and organizations (**Systems**);
5. Prepare students to work for social and economic justice to assist all people, with a special focus on oppressed and disadvantaged populations, in order to improve their quality of life and achieve acceptance, tolerance, and full participation in society (**Social and economic justice**);
6. Establish a commitment to the implementation and delivery of social services that are designed to enhance functioning of the individual, families, groups, organizations, and the community (**Humane service delivery**); and
7. Create a foundation for lifelong learning through introspection, critical thinking, research skills, continuing education, and advanced professional studies (**Lifelong learning**). (Approved by Social Work Program faculty, August 2007. Reaffirmed December 2013.)

Objectives of the Weber State University Social Work Program

The following outcome objectives are from the goals and mission of the WSU Social Work Program:

1. Prepare students for generalist entry-level social work practice;
2. Graduate students who are committed to the values and ethical standards of the social work profession.
3. Graduate students who are committed to the promotion of social and economic justice and to serve diverse, oppressed, and special population-at-risk groups.
4. Prepare students for graduate social work education;
5. Prepare students to take the Social Service Worker Licensing Examination;
6. Provide a liberal, interdisciplinary learning experience to help students in their ability to empower human systems and their understanding of and adjustment to living in a democratic society; and
7. Provide continuing educational opportunities for the baccalaureate and para-professional social work practitioners. (Approved by the Social Work Program faculty, December 2013.)

Core Competencies

Consistent with the Program's mission, goals, and objectives, and the Educational Policy and Accreditation Standards (EPAS) of the Council on Social Work Education (CSWE, 2015), upon completion of the Weber State University Social Work Program, each student will be able to demonstrate growth and development in the following core competencies as assessed in related practice behaviors.

1. Demonstrate ethical and professional behavior.
2. Engage difference and diversity 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 with individuals, families, groups, organizations, and communities.
7. Assess individuals, families, groups, organizations, and communities.
8. Intervene with individuals, families, groups, organizations, and communities.
9. Evaluate practice with individuals, families, groups, organizations, and communities.

(Approved by the Social Work Program faculty, December 2017.)

Weber State University Conceptual Framework of Generalist Practice

The Social Work Program at Weber State University's definition of beginning generalist perspective is characterized by an ecological systems model used to understand human beings in their interactions with the social environment. The Social Work program at Weber State reflects the growing realization that people do not exist in isolation from their social and physical environment. It is a way of viewing the art of helping "holistically." From the ecological systems perspective, the scope of attention or intervention may extend from the person to society at large. While focusing on the problems within the context of the person-in-environment, the whole range of possible causes and solutions is perceived as interrelated.

The curriculum design used in the Department of Social work at Weber State University to fulfill the generalist model perspective focus on "Social Work Practice" and "Field Practicum" (Appendix A).

Essential Practice Principles

The following essential principles characterize the Weber State University Social Work Program design and are integrated throughout the generalist curriculum:

- A. *An Ecological Systems Perspective*: This element builds on general systems theory with major emphasis on the concept of person in environment and the transactions that take place at the boundary where person and environment meet.
- B. *Strengths Perspective Focus*: This refers to the access of the multiple strengths that the people with whom we work bring to the social work interaction.
- C. *Empowerment Perspective*: This refers to the process of helping individuals, families, groups, organizations and communities to increase their personal, interpersonal, socioeconomic and political strength and to develop influence toward improving their circumstances.
- D. *A Problem-Solving Process*: The problem solving process of generalist social work practice is designed around a problem-solving methodology. It is a nine-step process that guides the actions of the generalist:
 - i. Definition of issues;
 - ii. Collection and assessing data;
 - iii. Planning and contracting;
 - iv. Identifying alternative interventions;
 - v. Selecting and implementing appropriate course of action;
 - vi. Using appropriate research to monitor and evaluate outcomes;
 - vii. Applying appropriate research-based knowledge and technological advances; and
 - viii. Terminating
- E. *A Multi-level Approach*: This refers to the various sized systems that generalist practitioners may work with, such as individuals, groups, families, communities,

institutions, and organizations. It requires that the social worker assess the situation with the client and decide which system is the appropriate unit of attention, or focus of the work, for the change effort. It also refers to the social worker's working with these systems individually, sequentially, or concurrently.

- F. *An Open Selection of Theories and Interventions*: The generalist is not constricted in assessment or intervention by an area of specialization. The particular problem of focus directs the worker's use of theory and intervention strategies. The generalist practitioner frequently refers clients to specialists or uses teamwork when it becomes apparent that the intervention needed is beyond the competencies of the generalist.

PART 3: Degree Requirements

Social Work Major Bachelor's Degree

General Requirements:

- A. WSU Core Requirements (see [WSU Catalog](#)).
- B. General Education Requirements (see [WSU Catalog](#)).
- C. A minor, the social work alternative to a traditional minor, or second major.
- D. A minimum of 120 credit hours is required for graduation – a minimum of 41 of these is required within the major not counting the prerequisite courses totaling 18 semester hours. A total of 40 upper division credit hours is required for graduation from WSU (courses 3000 and above). A list of social work major course requirements by title can be found in Appendix B. Descriptions of social work courses can be found in Appendix C. A suggested course of study can be found in Appendix D.

Admission Process:

To be eligible for acceptance into the Social Work program a candidate must: (1) make application to the program (during or after completing SW 2100), (2) submit recent complete college transcripts, (3) be reviewed and accepted by the Department

Committee for Admissions, (4) have a cumulative GPA of 2.5 or better, and (5) meet all of the requirements listed below. (A second review for continuation in the program will take place prior to entering SW 4860).

Additional Requirements:

- A. Social Work majors must maintain an overall GPA of 2.50 in Social Work and other courses.
- B. Social Work majors must have a C grade or better in **ALL** social work, required prerequisites, and related support courses (C- grades are not acceptable).

Satisfactory completion of the following is required prior to acceptance into the program:

- A. WSU Composition requirement.
- B. WSU American Institutions requirement.
- C. WSU Quantitative Literacy requirement.
- D. WSU Information Literacy requirement.
- E. 60-63 Semester graduation hours (or equivalent) including the prerequisite courses listed below for the Behavioral and Social Sciences, Human Development, and Social Work prerequisites. These courses must be completed with a grade of C or better with a total GPA of 2.5 or better.
- F. **Behavioral and Social Science Prerequisites:** PSY SS1010, Introduction to Psychology (3); ANTH SS1000, Introduction to Anthropology (3); SOC SS1010, Introduction to Sociology (3).
- G. **Human Development Prerequisites:** ZOOL LS1020, Human Biology (3). **NOTE:** any transfer course in this area must contain only human biology content. Courses that focus on animal or plant content are not acceptable. (This requirement may be completed concurrently with SW 2100, Human Behavior and Social Environment I).

- H. **Social Work Prerequisites:** SW SS1010, Introduction to Generalist Social Work (3); SW SS2100, Human Behavior and Social Environment I (3).
- I. Students agree to abide by the [National Association of Social Workers Code of Ethics](#).
- J. Students read, understand, and agree to abide by the Program's behavioral standards as outlined in the Statement of Behavioral Expectations and Readiness for the Field form (Appendix E).

Obtain formal admittance to the Social Work Program during or after completing SW 2100 (application required).

- A. **Satisfactory completion of the following core courses is required for the Social Work major. These courses may be completed prior to formal admission into the Program. SW SS1010, Introduction to Generalist Social Work (3) is a prerequisite to courses marked (*).**

SW SSDV2200, Issues in Diversity (3); *SW 3200, Child and Family Welfare (2); *SW/GERT 3500, Social Welfare Policy and Contemporary Issues (3); *SW/GERT 3600, Social Statistics (3) (or one of the following equivalents: PSY 3600 or Sociology 3600 – WSU Quantitative Literacy requirement is a prerequisite to this course, recommended to be completed prior to or concurrent with SW 3700); *SW 3700, Social Work Research (3).

- B. **Satisfactory completion of the following is required after acceptance into the program and prior to entering the field experience (SW 4860).**

SW 3100, Human Behavior and the Social Environment II (2); SW 3900, Social Work Methods, Values, and Ethics (3); SW 3910, Social Work Practice I (3).

Make application for the social service field experience prior to completing SW 3910. Participate in a formal review of progress toward program completion.

C. Satisfactory completion of the following is required after the review of progress toward program completion.

SW 3920, Social Work Practice II (3); SW 3930, Social Work Practice III (3); SW 4860, Social Service Field Experience I (4); SW 4861, Social Work Field Practice II (4); SW 4500, Intervention for Populations at Risk (3); SW 4990, Social Work Senior Seminar (2).

SW 3920, Social Work Practice II (3); SW 3930, Social Work Practice III (3); and SW 4860, Social Service Field Experience I (4) should be taken concurrently.

SW SSDV2200, Issues in Diversity (3); SW 3200, Child and Family Welfare (2); SW 3500, Social Welfare Policy and Contemporary Issues (3); SW 3900, Social Work Methods, Values, and Ethics (3); and SW 3910, Social Work Practice I (3) MUST be completed prior to entering the field experience (SW 4860).

SW 4500, Intervention for Populations at Risk (3); SW 4861, Social Service Field Experience II (4); and SW 4990, Social Work Senior Seminar (2) should be taken concurrently.

SW/GERT 3600, Social Statistics (3) (or equivalent); SW 3700, Social Work Research (3); and SW 4860, Social Service Field Experience I (4) MUST be completed prior to entering the second semester of field experience (SW 4861).

D. Bachelor of Arts (BA) students must complete 12 semester credits in any foreign language OR 6 semester credits in any foreign language AND SW 3800, Writing in Social Work (3) AND 1 of the following

ANTH 1040, Language and Culture (3)
COMM 1020, Principles of Public Speaking (3)
COMM 2110, Interpersonal and Small Group Communications (3)
ENGL 2200, Introduction to Literature (3)
ENGL 2220, Introduction to Fiction (3)
ENGL 2710, Perspectives in Women's Literature (3)
ENGL 3510, World Literature (3)
PHIL 1120, Contemporary Moral Problems (3)
PHIL 1250, Critical Thinking (3)

Bachelor of Science (BS) students must complete SW 4150, DSM 5 (3) AND 1 of the following:

HLTH 1020, Foundations in Nutrition (3)
HTHS 1110, Biomedical Core (3)
ZOOL 1020, Human Biology (3)

PART 4: Program Information

Repeat Classes

Students not meeting the minimum grade requirement of a “C” or better for any individual Social Work course may repeat such course one (1) time before being dropped from the Social Work Program.

Written Policies and Procedures for Transfer Credit

Weber State University has policies and procedures for transferring credits. Students are strongly encouraged to contact the Office of Admissions for information and assistance while making a transition to Weber State University. This office provides advisement on transferring courses and general education requirements, information on admission, scholarships and financial aid, and more. In addition, students can learn how a course might transfer to Weber State from another school by exploring the transfer guide through the Office of Admissions website. More information can be found at the Enrollment Services and Information page at:

<http://catalog.weber.edu/content.php?catoid=6&navoid=995>

According to the University’s policies and procedures, students will be considered freshmen if they meet any of the following criteria:

Weber State University

- A. Students who have never attended any college or university.
- B. Students who graduated from high school in the 2018-2019 school year, even if they completed college level course work.
- C. Transfer students with less than 30 semester credit hours.

- D. Students who have attended another college or university after high school graduation, and have completed the equivalent of at least 30 semester credit hours, will be considered transferred students.
- E. Students transferring to WSU with an Associate of Arts or an Associate of Science degree earned at any institution within the Utah System of Higher Education (USHE) will be considered as having met the WSU general education requirements. Students transferring from a USHE institution after having met that institution's general education requirements, upon certification of the registrar at that institution, will be considered as having satisfied the WSU general education requirements.
- F. Credits for courses numbered 100 or above for a quarter course or 1000 or above for a semester course are transferrable to WSU when earned at a USHE institution. Credits will be carried on the student's transcripts by WSU but may not apply toward certain degree requirements. WSU academic departments will determine transfer credits acceptable toward their major.

Department of Social Work Transfer Policy Procedures

- A. The chairperson of the Department reviews and approves all transfer credits in the student's major.
- B. The policy of the Department is to accept credit for comparable courses from CSWE accredited schools.
- C. The Department has a policy not to accept social work credits from an un-accredited social work program, with the exception of courses comparable to prerequisites SW 1010, Introduction to Generalist Social Work (3) and SW 2100, Human Behavior and the Social Environment I (3), as approved by the Department chair.
- D. The Department's policy is not to accept credits toward the Social Work major from previously completed coursework that is 10 years or more old.

Life and Work Experience Credit in Program Development

The department has a policy not to grant credit for life or work experience.

Policy for Program Changes

Regarding general requirements, students must select a specific catalog and follow the graduation requirements listed therein.

Bachelor's degree candidates must choose graduation requirements from a catalog published within the six-year period prior to their graduation. It is recommended that students select the catalog published during the year they declare their program of study.

It is also recommended that students work closely with advisors in their major and minor departments to be aware of any recent changes that may affect their program completion.

The Social Work Program is accredited by the Council on Social Work Education (CSWE) which, from time to time, requests or requires program changes. All students will be required to adjust to these and other program changes except under the following conditions:

- A. If a student has been formally admitted to the program under certain program requirements and maintains continuous enrollment until graduation.
- B. If a student has been formally admitted to the program under certain program requirements and has been enrolled in major or minor courses within the last three (3) semesters.
- C. If a student has not been formally admitted to the program, but has received written program requirements advisement from a social work faculty member within the last two (2) semesters.

Non-discrimination Statement

Weber State University is an Equal Opportunity/Affirmative Action Employer. As such, it is the policy of the University to follow a concept of non-discrimination in the hiring and promotion of employees without regard to their race, religion, sex, age, color, national origin or veteran or handicapped status. Evaluation of full-time candidates and part-time students and non-student employees will be made on the basis of criteria directly related to the position, including education, skills, experience, internal mobility and affirmative action requirements.

The Social Work Program is committed to the policy of nondiscrimination as identified in the University's policies and procedures (PPM 3-32). The preamble of the University's policy on discrimination and harassment states:

Weber State University is committed to providing an environment free from harassment and other forms of discrimination based upon race, color, ethnic background, national origin, religion, creed, age, lack of American citizenship, disability, status of veteran of the Vietnam era, sexual orientation or preference or gender, including sexual/gender harassment. Such an environment is a necessary part of a healthy learning and working atmosphere because such discrimination undermines the sense of human dignity and sense of belonging to all people in the environment.

Members of the Social Work faculty have selected the following policy on nondiscrimination:

The Social Work Program is committed to providing an environment free from harassment and other forms of discrimination based upon race, color, ethnic background, political orientation, national origin, religion, creed, age, lack of American citizenship, disability, status of veteran of the Vietnam era, sexual orientation or preference or gender, including sexual/gender harassment. Such an environment is a necessary part of a healthy learning and working atmosphere because such discrimination undermines the sense of human dignity and sense of belonging to all people in the environment. (Approved by Social Work Program faculty, August 2005. Reaffirmed December 2013.)

PART 5: Student Activities

Weber State University Social Work Club

The Weber State University Social Work (WSUSW) Club is the Social Work Program's official student organization. The club provides opportunities for students to be involved in service, scholarly, and social activities. Students also function in a variety of leadership roles. It is open to all social work majors. The club has a membership fee of \$7 per semester or \$12 per academic year. A registration [form](#) is available through the Department's website or in the Social Work Department office (LH 330). Completed

registration forms can be turned in at any time to the club's faculty advisor(s) or the Department secretary.

National Association of Social Workers (NASW)

A student may join the National Association of Social Workers (NASW) as a student member at a reduced rate (\$60/year). As a student member, you will receive the NASW Newsletter and the journal *Social Work* on a quarterly basis. You will also be eligible for reduced registration fees at local and national conferences sponsored by NASW and its various chapters. In addition, you will be able to read about and see social work in action at all levels of practice. Students are strongly encouraged to participate in their professional organization on campus, in their local chapter, and on a national level. Applications for membership in NASW are available in the Social Work Department office (LH 330) or online at:

<https://www.socialworkers.org>

Phi Alpha Honor Society

[Phi Alpha](#) is the official honor society of the Weber State University Social Work Program. Students are eligible to become members of Phi Alpha if they meet the following criteria: (1) they have declared social work as their major; (2) they have been formally admitted into the social work program; (3) they have achieved sophomore status; (4) their overall grade point average is 3.0 or higher; and (5) their grade point average in required social work courses is 3.5 or better. The Phi Alpha Honor Society was established to encourage academic excellence with the WSU Social Work Program and to promote the humanitarian goals of social work on the WSU campus and in the local community. Applications for membership in Phi Alpha are available through the Department's website or in the Social Work Department office (LH 330). Applications are accepted fall and spring. There is a one-time induction fee of \$60, which includes lifetime membership in the Phi Alpha Honor Society.

Social Work Departmental Honors Program

Permission from the Department chair must be obtained as part of the application process for Departmental Honors. (See the [Departmental Honors link](#) on the Social Work and Gerontology website).

PART 6: Advisement

Advisement

Social Work majors MUST consult with their Social Work advisor before registering each semester. Advisors are members of the Social Work Program faculty. Students are assigned a faculty advisor based on the first letter of their last name as follows:

A – G	Kerry Kennedy, LCSW, PhD LH 333 (801) 626-6155 kerrykennedy@weber.edu
H – J, X-Z	Steven Vigil, LCSW LH 332 (801) 626-6408 svigil@weber.edu
K – Q	Corina Segovia-Tadehara, MSW, PhD LH 329 (801) 626-6935 ctadehara@weber.edu
R – W	Barrett Bonella, LCSW, PhD LH 326 (801) 626-8035 barrettbonella@weber.edu
Davis Campus	Kristina Moleni, MSW, PhD (ABD) Davis Campus, Building 2, Room 304B (801) 395-3577 kristinamoleni@weber.edu
New students	Mark Bigler, LCSW, PhD, Department Chair
Transfer students	LH 327
General advising	(801) 626-6156 mbigler@weber.edu

Generally, only juniors and seniors will be allowed in upper-division courses, those numbered 3000/4000. Only social work majors will be allowed in SW 4800, Projects and Research (1-3) and SW 4830, Directed Readings (1-3).

For advisement regarding general education and other university requirements, follow the steps for booking an appointment with one of the College of Social and Behavioral Sciences' academic advisors as outlined on the following web page:

<https://weber.edu/SocialScience/advising.html>

Specific Advisement Policies and Procedures

Faculty members in the Department of Social Work and Gerontology are committed to and recognize that academic advising is a necessary part of the higher education system. We view it as the process, which helps students receive information, consider a program of study, and make career choices. We are committed to the objectives as set forth in PPM 6.5:

- A. To help students define and develop realistic goals.
- B. To help students identify and understand their strengths, limitations, and needs.
- C. To refer students to available resources, when necessary.
- D. To assist students in planning their academic programs consistent with individual abilities, interests, and goals.
- E. To assist students in monitoring their progress toward educational/career goals.
- F. To assist students in identifying the connection between academic preparation and the world of work.
- G. To help students develop a mentor relationship with a faculty or staff member.
- H. To assist students in developing their academic abilities to the fullest extent.

Faculty members at Weber State University are required to set and keep regular office hours for student consultation. It is the policy of the College of Social and Behavioral Sciences that faculty members post and adhere to a schedule of at least five hours per

week (one hour per day). They should conscientiously try to be in their offices during those hours.

- A. The hours should be scheduled at convenient times for students
- B. The office hours should be posted on the office door of each faculty member at all times and should be honored at all times.

Advisement by Full-Time Faculty with Required Credentials

Within the Department of Social Work and Gerontology, there are six full-time faculty members with MSW degrees and practice experience as defined by the Council on Social Work Education. All six faculty members have current clinical social work certification status. The Director of Field practicum has a clinical Social Work license (LCSW). Faculty advising assignments were noted previously. Faculty credentials are as follows:

Mark O. Bigler, LCSW, PhD, Professor, Department Chair
Barrett Bonella, LCSW, PhD, Associate Professor
Kerry Kennedy, LCSW, PhD, Professor
Kristina Moleni, MSW, PhD (ABD), Instructor
Corina D Segovia-Tadehara, MSW, PhD, Associate Professor
Steven C. Vigil, LCSW, Instructor, Field Director

Evaluation and Ongoing Academic and Career Advisement

The initial opportunity for an assessment of student aptitude and motivation for a career in social work often occurs during freshmen student orientation. During orientation and registration for new students, a member of the Department of Social Work and Gerontology is available to meet with the students that express an interest in social work or gerontology. Each year thereafter, prior to registration, students are required to meet with their academic advisor to plan their schedule. During the advisement process, faculty members guide the selection of course work and help the student establish goals and plans necessary for continuance in the major.

The recommended course sequence used for advisement was noted previously. All faculty members have access to the Lynx and CatTracks systems of student transcripts for academic and career advisement.

Following admission to the field program, the student schedules and completes a placement interview with the Field Director. The interview focuses on the student's

interests, strengths, and limitations. Every effort is made to provide a match for both the student and the agency with regard to:

- A. The educational objectives of the program
- B. The learning needs of the student
- C. The educational opportunities available at the agency, and
- D. Other specific concerns related to special needs, and requests from the student.

The initial judgment about a possible agency/student match is made by the Field Director after reviewing the written application materials and an interview with the student.

Following a selection of possible agencies for consideration, the student will call the agency field instructor to set up a personal interview. The purpose of the interview is for both the student and field instructor to meet and determine if the proposed match is a good fit with regard to the matching variables discussed above. The field instructor and the student are encouraged to evaluate the proposed match and discuss any reservations before a confirmation is made in order to avoid any need for another replacement later.

Appendix F shows the semester academic advisement plan that is used by the department for the stated purpose.

Academic Grievance and Appeal Procedures

Students' Rights

The Weber State University Student Code, as defined in Section 6-22 of the Policies and Procedures manual ensures that students “retain and enjoy all rights guaranteed to citizens by the Constitution and laws of the United States and the constitution and Laws of the state of Utah.” In addition, students at Weber State University, including those in the Social Program have a right to expect the following:

1. The right to a learning environment free of harassment and unlawful discrimination.

2. The right to due process in all disciplinary proceedings, which means fundamental and procedural fairness in accordance with PPM 6-22, sections IX and X.
3. The right to competent academic instruction and advisement.
4. The right to intellectual inquiry, including specifically the right to engage in reasonable academic discussion and dissent within the framework of course material, class size, and reasonable instructor availability.
5. The right of free inquiry, expression, and assembly subject to constitutional limitations.
6. The right to organize and the freedom of association.
7. The right to meaningful representation in the formulation of University policies which affect students.
8. The right to a proper academic evaluation through orderly procedures and announced criteria designed to prevent prejudice and capricious judgment.
9. The right to confidentiality of records and due limitation of disclosure of personally identifiable information.
10. The right of reasonable access to and use of University services and programs such as financial aid, counseling, disability services, academic advisement, career planning, library services, etc. (PPM 6-22-III)

Academic Standing and Dismissal

Information regarding University academic standards can be found at:

[http://catalog.weber.edu/content.php?catoid=9&navoid=1894#Academic Standards Eligibility](http://catalog.weber.edu/content.php?catoid=9&navoid=1894#Academic_Standards_Eligibility)

A student at Weber State University is considered in good academic standing when her/his cumulative grade point average is a 2.00 or higher. If a student's GPA drops below a 2.0, she/he is placed on Academic Warning, Academic Probation, or Academic Suspension, depending on her/his class standing.

Academic Warning. Freshmen or sophomores with a **cumulative GPA** below 2.0 are placed on academic warning. While on academic warning the student must earn a **semester GPA** of at least a 2.0 each semester until her/his **cumulative GPA** reaches 2.00 or above. Failure to do this will result in the student being placed on academic probation.

Academic Probation. Freshmen or sophomores on academic probation must earn a semester GPA of at least 2.0 each semester until their cumulative GPA reaches 2.0 or above. Failure to do this will result in the student being placed on academic suspension.

Junior, senior or graduate students with a cumulative GPA below 2.0 are placed on academic probation. There will be no academic warning status preceding the probation. While on probation, she/he must earn a semester GPA of at least a 2.5 each semester until the student's cumulative GPA reaches 2.0 or above. Failure to do this will result in the student being placed on academic suspension.

Academic Suspension. If a student has below the minimum required semester GPA (2.0 for freshmen and sophomore and 2.5 for juniors, seniors and graduate students) while on probation, she/he will be suspended for a length of time specified according to the number of suspensions: one semester for the first time, one calendar year for the second time, or three years for the third time

Academic Standing Appeal Procedure

If a student has been placed on academic warning, probation or suspension and feels the classification is in error or wishes to appeal the status, she/he should see the Associate Registrar in the Registrar's office in the Student Services Center room 101, to review her/his records and receive information regarding the process of appeal.

Early readmission from suspension will be considered if a student is able to present evidence which shows a positive change of circumstance and suggests a high probability of future academic success.

Conflict Resolution

Despite the well-meaning efforts of students and faculty alike, there may be times when students feel that they have been treated unjustly by faculty members, staff, or another student or students, or that their work has been evaluated unfairly or inadequately by an instructor. Such occasions can be even more frustrating if students are unsure of the procedure for presenting their grievance. The following guidelines should help successfully resolve such problems.

1. Informal Procedure:

- A Ideally, the student should first bring the grievance to the attention of the faculty member, staff member, or student involved, to determine if mutual agreement or resolution can be reached.

- B If no resolution is possible, a faculty member, not initially involved, is asked to mediate the situation. Both parties must agree on the selection of the particular faculty member.
- C If resolution is not reached, the complainant(s) may appeal to the chair of the Department of Social Work and Gerontology and proceed through the Formal Grievance Procedure.

2. Formal Procedure:

- A A grievance is submitted to the chair of the Department of Social work and Gerontology.
- B An ad hoc Formal Grievance Committee will be established by the chair of the Department of Social Work and Gerontology to hear the appeal. This ad hoc Formal Grievance Committee is composed of one undergraduate student and two faculty members. (Both the complainant[s] and the subject[s] of the complaint must approve the appointments by the chair of the Department. In addition, it is noted that the faculty member who was selected for the "Informal Procedure" cannot be appointed to the ad-hoc Formal Grievance Committee.) One of the two faculty members designated is appointed by the committee as the chair, and this chairperson votes only in a tie-breaking situation.
- C The Committee will hear any information desired for presentation by the complainant(s). The proceedings will be taped.
- D After hearing the complaint and receiving all of the information presented, the Formal Grievance Committee's conclusions and recommendations will be submitted, in writing, within five (5) days, to all involved parties and to the chair of the Department of Social Work and Gerontology unless he/she is the individual against whom the grievance is filed. In the event that the grievance is directed toward the chair of the Department of Social Work and Gerontology, the complaint is then forwarded to the dean of the College of Social and Behavioral Sciences.
- E The chair of the Department of Social Work and Gerontology will then notify in writing, the complainant(s), the faculty individuals involved, and the college dean of his/her decision, within thirty days. All written and taped material will be held confidentially in the office of the chair of Department of Social Work and Gerontology.

- F If the student(s) is (are) dissatisfied with the results of the special hearing or the chair's decision, a formal appeal may be made in writing to the dean of the College of Social and Behavioral Sciences. This grievance shall be submitted for consideration not later than thirty (30) days after the date of the Chair's notification letter of the department's decision.

- G The dean will then follow the approved policy and guidelines in the official University Policies and Procedures and give the student(s) the choice of having the grievance resolved directly by the dean or by a three-member committee chaired by a full-time member of the faculty selected by the dean.

All grievance procedures are governed by the principle of due process and reflect the guiding philosophy as stated herein. They are also consistent with the spirit of the University's general philosophy.

Student Responsibilities

Students "assume the personal obligation to conduct themselves in a manner which is compatible with the University's role as a public institution of higher education. By enrolling at Weber State University, students agree to maintain certain standards of conduct, which if violated, may result in the imposition of sanctions or other forms of University discipline" (PPM 6-22-IV).

Student Standards of Conduct

The Social Work Program at Weber State University maintains high professional standards for students and faculty members. Because of the nature of social work practice and professional preparation in this discipline, the Social Work Program has somewhat different expectations of students than do other, nonprofessional programs. Students in the Weber State University Social Work Program are expected to abide by the Department's Statement of Behavioral Expectations and Readiness for the Field (Appendix E), the [Code of Ethics of the National Association of Social Workers](#), and the Student Code in the University's Policies and Procedures Manual (PPM 6-22).

Termination from the Program

Students may be terminated from the Weber State University Social Work Program if, in the professional judgment of the Social Work faculty, they fail to meet the Program's

minimum standards of professional conduct (Statement of Behavioral Expectations and Readiness for the Field [Appendix E], [NASW Code of Ethics](#), Student Code [PPM 6-22]). These violations may include but are not limited to:

- A. Prolonged failure to meet or maintain academic grade point requirements as established by the University and the Social Work Program.
- B. Behavior judged to be in violation of the NASW Code of Ethics.
- C. Academic cheating, lying, or plagiarism.
- D. Dismissal by a field agency while in a formal field placement.
- E. Evidence of alcohol or drug use that is disruptive in the classroom and/or impairs your ability to perform your duties in the field.
- F. Inappropriate behavior with peers, field instructors, faculty, and/or clients, including: physical harm or assault, threats of physical harm or assault, or intimate/sexual activity or other relationships that violate expected boundaries.
- G. Documented evidence of criminal activity occurring during the course of study or which occurred prior to admission to the program and became known after admission.

The Social Work Program at Weber State University is to prepare students to be highly professional social workers. The University and the profession demand a high level of maturity, integrity, and responsible decision-making, supported by social work values and ethical behavior.

Termination Process

Prior to taking action, the student will be provided with verbal and written notification of impending probation and/or termination. A personal interview will be scheduled with the student by the chair of the Department of Social Work and Gerontology to discuss the alternate options to probation and/or termination. If another option is viable, a contract will be negotiated between the chair and the student which will specify steps to be taken toward resolution and will establish a time limit for the accomplishment of this plan. The chair of the Department of Social Work and Gerontology may negotiate the contract as needed. A final interview with the chair of

the Department of Social Work and Gerontology will be scheduled to determine if the steps in the contract have been successfully accomplished.

Termination Appeals Procedure

Termination from the undergraduate program may be appealed in the following manner:

- A. A written statement of appeal may be submitted to the chair of the Department of Social Work and Gerontology within 10 days of notification regarding areas that he/she feels need clarification or reevaluation. Within 30 days of receipt of the written appeal, a Special Hearing will be scheduled with the student, the chair of the Department of Social Work and Gerontology, the program coordinator, a school faculty member identified by the student, and the undergraduate student member of the School of Social Work Advisory Committee, for the purpose of reviewing the appeal.
- B. The student will be notified, in writing, not later than 10 days following the hearing by the chair of the Department of Social Work and Gerontology of the decision reached during the special hearing.
- C. If the student is dissatisfied with the results of the special hearing, a formal grievance may be made in writing to the dean of the College of Social and Behavioral Sciences. This grievance shall be submitted for consideration "not later than the established mid-term of the semester immediately following the semester in which the incident of grievance occurred." The dean will then follow the approved policy and guidelines in the official University catalog (p. 34, "Resolving Academic Grievances").

Termination from Field Placement

Specific behavioral expectations for the field are spelled out in the Behavioral Expectations and Readiness for the Field form (Appendix E). Violation of these standards is grounds for suspension or removal from the field and possible dismissal from the Social Work Program. Suspension or termination from a field placement is addressed in greater detail in the Field Manual, which is available through the Department website.

Changes in Field Placement

In the rare event a student is unable to complete SW 4860 and SW 4861 in the field agency she/he is originally placed, at the discretion of the field placement advisor, the student may request a new placement one (1) time only. Changes in the field placement is discussed in greater detail in the [Field Manual](#), which is available through the Department website.

Leave of Absence from the Social Work Program

Students who have been formally admitted to the WSU Social Work Program can take a leave of absence for a maximum of two calendar years (six consecutive semesters, counting summer) and return to the Program without having to reapply. Students who take a leave of absence from the Program that is longer than two calendar years (six consecutive semesters, counting summer) will be required to complete the formal admission process.

If a leave of absence occurs during the field experience, at the discretion of the field director, a student may return to complete the internship at the same setting after one semester's absence. Students who take a leave of absence from the Program of two semesters or longer will be required to reapply to the field and complete the field experience in its entirety at an appropriate time upon their return (application for the field occurs during the semester prior to beginning the field experience). NOTE: Because background checks, which are required by most field placement agencies, are good for one year, a new background check will be necessary when a leave of absence is two semesters or longer.

Students should also be aware of the University's policy regarding changes in graduation/catalog requirements:

Entering students, including first-time and transfer students, will be required to complete the degree and program requirements listed in the catalog in effect when they first enroll, with the following exceptions:

-When students change their program of study, they are then required to graduate under the catalog in effect when they declare the new program of study.

-Students must complete major and minor requirements under a catalog no older than 6 years for a bachelor's degree or 3 years for an associate's degree, respectively. Students taking longer to graduate may either choose to graduate under the requirements from the oldest active catalog or under the catalog which is in effect at the time they file for graduation.

Weber State University Due Process Policies/Procedures

The University policies and procedures are the major source of problem solving when a resolution is not found between various parties involved in a dispute. Due process is a system of procedures designed to produce fair and reasonable judgments in those situations which may yield a serious adverse decision about a faculty member, an administrator, or a student (respondent). Due process furnishes the structure for a wise and fair administration of justice. This process presupposes that the accuser has not found acceptable recourse from the respondent or the immediate supervisor of the respondent.

Essential elements of procedural due process include:

1. Adequate notice of the charges or basis of action;
2. An impartial decision maker;
3. An opportunity to make an oral presentation to the decision maker;
4. An opportunity to present evidence or witnesses to the decision maker;
5. A chance to confront and cross-examine witnesses or evidence to be used against the individual;
6. The right to have a representative present the individual's case to the decision maker; and
7. A decision based on the record with a statement of reasons for the decision.

The following, outlined in section 6-22 of the University policies and procedures, become critical to the problem solving process:

6-22-VIII	Student Code Jurisdiction
6-22-IX	Student Code Procedures for Administrative Issues
6-22-X	Student Code Procedures for Student Conduct Hearings
6-22-XI	Student Code Procedures for Formal Hearings Not Involving Administrative Issues
6-22-XII	Student Code Sanctions
6-22-XIII	Student Code Amendments
6-22-XIV	Student Code Definitions

PART 7: Professionalism

Code of Ethics

Students enrolled in social work classes must abide by the [National Association of Social Workers Code of Ethics](#) and the Program's Behavioral Expectations and Readiness for the Field (Appendix E). Disciplinary actions may be taken by the Social Work Program Admissions and Retention Committee when a student is found in noncompliance with ethical and/or professional practice standards.

Social Work Licensure

Professional licensing in social work is a function of state agencies and national professional organizations. Licensing laws vary from one state to another, and different professional organizations have different criteria for licensing and membership. Students should consult individual states and/or organizations to determine the specific requirements for licensure in the areas of their interest.

In Utah, social work licensing is defined by statute in the Social Worker Licensing Act, Utah State Code, sections 58-60-201 to 58-60-207, which is Part 2 of the Mental Health Professional Licensing Act, 58-60. A complete copy of the current social work licensing legislation can be found in Appendix G and at the following website:

<https://dopl.utah.gov/soc/index.html>

The Utah State Social Work Licensing Act was enacted by the Utah State Legislature in 1994 to define, govern, and regulate the professional practice of social work in the state of Utah. This legislation defines social work practice and outlines three classifications of professional licensure including clinical social worker (LCSW), certified social worker (CSW), and social service worker (SSW). A person with a bachelor's degree in social work (BSW) from an accredited social work program is eligible to complete a licensing application upon graduation and must successfully complete the approved licensing exam.

According to the Social Work Licensing Act (58-60-202), practice as a social service worker:

- (a) Means performance of general entry level services under general supervision of a mental health therapist through the application of social work theory, methods,

and ethics in order to enhance the social or psychosocial functioning of an individual, a couple, a family, a group, or a community, including;

- (i) conducting;
 - (A) a non-clinical psychosocial assessment; or
 - (B) a home study;
- (ii) collaborative planning and goal setting;
- (iii) ongoing case management;
- (iv) progress monitoring;
- (v) supportive counseling;
- (vi) information gathering;
- (vii) making referrals; and
- (viii) engaging in advocacy.

According to the Social Work Licensing Act (58-60-205), an applicant for licensure as a social service worker shall:

- (a) Submit an application on a form provided by the division;
- (b) Pay a fee determined by the department under Section 63J-1-504;
- (c) Be of good moral character;
- (d) Produce certified transcripts from an accredited institution of higher education recognized by the division in collaboration with the Social Worker Licensing Board verifying satisfactory completion of an earned degree resulting from education as follows:
 - (i) a bachelor's degree in a social work program accredited by the Council on Social Work Education;
 - (ii) a master's degree in a field approved by the division in collaboration with the social worker board; or
 - (iii) a bachelor's degree in any field, if the applicant:
 - (A) has completed the equivalent of three semester hours, or the equivalent, in each of the following areas:
 - (I) social welfare policy;
 - (II) human growth and development; and
 - (III) social work practice methods, as defined by rule; and
 - (B) provides evidence that the applicant has completed at least 2,000 hours of qualifying experience under the supervision of a mental health therapist which experience is approved in collaboration with the Social Work Licensing Board, and which is performed after the completion of the requirements to obtain the bachelor's degree required under this subsection (4); or
 - (vi) successful completion of the first academic year of a Council on Social Work Education approved master's of social work curriculum and practicum; and
- (e) pass the examination requirement established by rule under Section 58-1-203.

The Utah State Code (58-1-401) also spells out grounds for denial, restriction, suspension, or revocation of a professional social work license.

- (1) The division shall refuse to issue a license to an applicant and shall refuse to renew or shall revoke, suspend, restrict, place on probation, or otherwise act upon the license of a licensee who does not meet the qualifications for licensure under this title.
- (2) The division may refuse to issue a license to an applicant and may refuse to renew or shall revoke, suspend, restrict, place on probation, issue a public or private reprimand to, or otherwise act upon the license of any licensee in any of the following cases:
 - (a) the applicant or licensee has engaged in unprofessional conduct, as defined by statute or rule under this title;
 - (b) the applicant or licensee has engaged in unlawful conduct as defined by statute under this title;
 - (c) the applicant or licensee has been determined to be mentally incompetent by a court of competent jurisdiction; or
 - (d) the applicant or licensee is unable to practice the occupation or profession with reasonable skill and safety because of illness, drunkenness, excessive use of drugs, narcotics, chemicals, or any other type of material, or as a result of any other mental or physical condition, when the condition demonstrates a threat or potential threat to the public health, safety, or welfare.
- (3) Any licensee whose license to practice an occupation or profession regulated by this title has been suspended, revoked, or restricted may apply for reinstatement of the license at reasonable intervals and upon compliance with any conditions imposed upon the licensee by statute, rule, or terms of the license suspension, revocation, probation, or restriction.
- (4) The division may issue cease and desist orders to:
 - (a) a licensee or applicant who may be disciplined under Subsection (1) or (2);
 - (b) a person who engages in or represents that the person is engaged in an occupation or profession regulated under this title; and
 - (c) a person who otherwise violates this title or a rule adopted under this title.
- (5) (a) The division may impose an administrative penalty in accordance with section 58-1-502.
- (6) (a) The division may not take disciplinary action against a person for unprofessional or unlawful conduct under this title, unless the division enters into a stipulated agreement or initiates an adjudicative proceeding regarding the conduct within four years after the conduct is reported to the division, except under Subsection (6)(b).
 - (b) The division may not take disciplinary action against a person for unprofessional or unlawful conduct more than 10 years after the occurrence

of the conduct, unless the proceeding is in response to a civil or criminal judgment or settlement and the proceeding is initiated within one year following the judgment or settlement.

Amended by Chapter 262, 2013 General Session.

For further information about social work licensing in the state of Utah, contact

Division of Occupational and Professional Licensing (Social Work)

P.O. Box 146741

Salt Lake City, UT 84114-6741

(801) 355-5009

<https://dopl.utah.gov/soc/index.html>

State of Utah - Social Service Worker (Baccalaureate Level)

Bachelor's level social workers (BSW) can qualify for the social service worker (SSW) license by successfully completing the Utah Social Work Law and Ethics Examination and the Social Service Worker Examination.

Licensure Process

Upon completion of all licensure requirements, including passing the examination, submit a completed application for licensure to:

Division of Occupational and Professional Licensing (Social Work)

P.O. Box 146741

Salt Lake City, UT 84114-6741

Links to the application form and instructions can be found at the DOPL website:

<https://dopl.utah.gov/soc/index.html>

The application for the Social Service Worker License, which can be completed online, must include the following:

1. Submit official transcript(s) documenting completion of the education requirements — as outlined on the application. If you are in your last semester remaining before completion of your degree and are seeking pre-approval to take the ASWB exam, you may have your school submit an original letter from the Chair of your

school's College/Department of Social Work confirming that you are in the final semester.

NOTE: Have the school send the transcript directly to DOPL. You may also have the school send the transcript to you for inclusion with your application so long as it is in a sealed envelope, bearing the school's stamp/seal on the envelope flap.

2. If required,* submit an original "Verification of Supervised Experience for Licensure as a Social Service Worker" form (attached to the application), completed by your supervisor.

*NOTE: This form is NOT required if you have earned a degree from a CSWE accredited social work program, or have a master's degree in social work, marriage and family therapy, professional counseling, or psychology. All hours of supervised experience must be completed after completion of the degree.

3. Submit a copy of the unofficial score report from the testing agency documenting your passing score on the ASWB Bachelor-Level or Basic Examination. If you passed the ASWB Bachelor Level or Basic Examination in another state, use the "Request for Verification of License" form (attached to the application) to document a passing score. Request that the verifying state complete the form and mail it directly to DOPL or return it to you for submission with your application.

4. Submit a \$120.00 non-refundable application-processing fee, made payable to "DOPL."

Registering for the Examination

Examinations are administered by appointment at various sites along the Wasatch Front (Ogden, Bountiful, Draper). The [nearest location](#) can be identified using a link on the Association of Social Work Boards' (ASWB) website. There are no fixed examination dates. You can register for the examination by telephone at 1-888-579-3926 or [online](#). For answers to frequently asked questions or further information, visit the ASWB website at www.aswb.org. Study guides and practice exams are available through the ASWB website.

Examination Fees

The fee for the Utah Social Work Law, Rules, and Ethics Examination is \$230.00. This fee includes same day score.

Computerized Testing

The licensing exam is prepared by the Association of Social Work Boards (ASWB) and is administered electronically by Pearson VUE. The exam contains 170 four-option, multiple-choice questions and candidates have four hours to complete it. Special accommodations are available for those with disabilities. In addition, some jurisdictions offer arrangements for individuals whose first language is not English.

PART 8: Field Education

General Field Information

Field instruction is an integral component of professional social work education. Curriculum policies and accreditation standards established by the Council on Social Work Education and its Commission on Accreditation mandate and provide structure for the field component of the social work curriculum. The field experience is the Program's signature pedagogy and is the culmination of the major curriculum. The objectives of field instruction reflect the objectives of the Social Work Program and parallel the sequential learning objectives of the two field practicum classes. Further, the field 400-hour field internship experience supports and encourages the development of core competencies and practice behaviors.

Field instruction in the Weber State University Social Work Program consists of two sequential courses: SW 4860 (Social Service Field Experience I) and SW 4861 (Social Service Field Experience II) and SW 4990 (Senior Seminar). More detailed information about the field experience can be found in the [field manual](#).

Statement of Readiness

The provision of social work services to clients requires a high level of professionalism. In addition, social work is a high stress profession. In order to successfully practice this profession, a social worker must not only possess expert skills and knowledge, but also abide by a set of ethical and behavioral expectations that safeguard the client, the agency, the sponsoring academic program, and the profession as a whole. Violations of these expectations can be detrimental to the student, the client, the agency, the WSU Social Work Program, and the profession. In addition, the Weber State University Social Work Program, the student, and cooperating community social service agencies may be held liable should a social work intern's behavior interfere with the delivery of quality professional services.

Therefore, prior to being placed in the field, you must assess your own readiness for this experience. If you have reservations or concerns about your readiness for the field, you should discuss them with the field director well in advance of beginning your practicum. Be advised that many agencies require a background check and/or drug testing. If there are criminal charges on your record or you are likely to test positive for drugs, it would be wise to discuss these issues with the field director early in the placement process. Students review, sign, and submit a Statement of Behavioral Expectations and Readiness for the Field form as part of the application process for the required field internship (see Appendix E).

Background Checks for Field

Having a criminal history or legal issues in one's past does not automatically preclude a person from becoming or practicing as a social worker. However, almost all field placement sites (internships) require a background check. Failure to pass a background check may limit field placement options, delay field placement, or prevent a student from completing the required field internship. Sometimes these issues can be resolved through expungement procedures in the state where charges were adjudicated, OR, by working closely with an attorney to be able to reduce previous charges, OR, by working with the Board of Pardons. However, this process takes time. If a student has any criminal issues in her/his past that might show up on a background check, she/he is strongly encouraged to contact Professor Vigil IMMEDIATELY to discuss the potential impact on the field placement (801-626-6408 or svigil@weber.edu).

APPENDIX A

**Model for Social Work Practice
Weber State University
Social Work Program**

**Model for Social Work Practice
Weber State University
"Generalist Practice Model"
Centered On Social Work Practice and
Field Practicum**

**Human Behavior and the
Social Environment**

SW 2100, 3100,
3910, 3920, 3930,
4860, 4861

<p>Social Research SW 3700 SW 1010, 2100, 2200, 3500, 3910, 3920, 3930</p> <p style="text-align: center;">❁</p>	<p>Social Welfare Policy and Services SW 3500 SW 1010, 2200, 3200, 3700, 3900, 3910, 3920, 3930, 4860, 4861, 4500</p> <p style="text-align: center;">❁</p>
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<p>Social Work Practice SW 3910 (micro), 3920 (mezzo), 3930 (macro)</p>	<p>❁ ❁</p>	<p>Field Practicum SW 4860 (beginning) 4861 (intermediate)</p>
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<p style="text-align: center;">❁</p> <p>Social Work Economic Justice SW 1010, 2100, 3500, 3910, 3920, 3930, 3100, 4860</p>	<p style="text-align: center;">❁</p> <p>Promotion of Social and Values and Ethics SW 1010, 2100, 2200, 3500, 3600, 3700, 3900, 3100, 3200, 4860, 4861, 4500</p>
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Diversity

SW 1010, 2100, 2200,
3900, 3910, 3920, 3930,
4860, 4861, 3200, 4500



Population-at-Risk

SW 1010, 2100, 2200, 3500, 3700, 3100,
3200, 3700, 3910, 3920, 3930, 4500, 4860,
4861

APPENDIX B

Social Work Major Course Requirements by Title

Social Work Major Course Requirements by Title

Social Work Prerequisite Courses

SW 1010	Introduction to Social Work	3
SW 2100	Human Behavior and the Social Environment I.....	3
Total Credit Hours		6

Formal Admission to Social Work Program (application required)

SW 2200	Issues in Diversity	3
SW 3100	Human Behavior and the Social Environment II	2
	Prerequisites: SW 1010, SW 2100, formal admission to the Social Work Program. (SW 3100 <u>may</u> be taken concurrently with SW 3900 or before.)	
SW 3200	Child and Family Welfare.....	2
	Prerequisite: SW 1010.	
SW/GERT 3500	Social Welfare Policy Development and Service.....	3
	Prerequisite: SW 1010 or GERT 1010. (SW/GERT 3500 <u>must</u> be completed before entering field practice [SW 4860].)	
SW/GERT 3600	Social Statistics (or PSY 3900, SOC 3600, equivalent)	3
	Prerequisite: WSU Quantitative Literacy requirement. (SW/GERT 3500 or equivalent <u>must</u> be completed before taking SW 4861.)	
SW 3700	Social Work Research	3
	Prerequisite: SW 1010. Recommended prerequisite SW/GERT 3600 or equivalent. (<u>Must</u> be completed before taking SW 4861)	
SW 3900	Social Work Methods, Values, and Ethics	3
	Prerequisites: SW 1010, SW 2100, SW 2200, and formal admission into the Social Work Program. (<u>May</u> be taken prior to or concurrently with SW 3910.)	
SW 3910	Social Work Practice I.....	3
	Prerequisite: formal admission into the Social Work Program. (<u>May</u> be taken concurrently with SW 3900.)	
Total Credit Hours		22

Make Application for Social Service Field Experience prior to completing Social Work 3910.

Participate in Formal Review of Progress Toward Program Completion.

SW 3920	Social Work Practice II.....	3
	Prerequisite: SW 3910. (<u>Must</u> be taken concurrently with SW 3930 and SW 4860.)	
SW 3930	Social Work Practice III	3
	Prerequisite: SW 3910. (<u>Must</u> be taken concurrently with SW 3920 and SW 4860)	
SW 4500	Interventions for Populations at Risk	3
	Prerequisite: SW 3910.	
SW 4860	Social Service Field Experience I.....	4
	Prerequisites: SW 3100, SW 3200, SW 3500, SW 3900, SW 3910, and admission to Field Experience. (SW/GERT 3600 or equivalent and SW 3700 <u>may</u> be taken concurrently with SW 4860. <u>Must</u> be taken concurrently with SW 3920 and SW 3930.)	
SW 4861	Social Service Field Experience II	4
	Prerequisites: SW/GERT 3600 or equivalent, SW 3700, SW 3920, SW 3930, SW 4860, and admission to Field Experience. (<u>Must</u> be taken concurrently with SW 4990.)	
SS 4990	Social Work Senior Seminar	2
	Prerequisite: SW 4860. (<u>Must</u> be taken with SS 4861.)	
<u>Total Credit Hours</u>		19
SW 3800	Writing in Social Work.....	3
	Prerequisite: University Composition (ENGL 2010 or equivalent). <u>It is recommended that this course be taken concurrently with SW 3700 and/or SW 4860.</u> (Required for Bachelor of Arts [BA] degree in Social Work.)	
SW 4150	DSM 5	3
	(Required for Bachelor of Science [BS] degree in Social Work.)	
<u>Total Program Credit Hours</u>		50
<u>Social Work Course Electives.</u>		
SW 2920	Short Courses.....	1-4
SW/GERT 3000	Death and Dying.....	3
SW/GERT 3120	Aging: Adaptation and Behavior.....	3
SW/GERT 3320	Ethnicity and Older Women in American Society	3
SW 4140	Perspectives on Drug Use and Substance Abuse	3
SW 4150	DSM 5.....	3
SW/GERT 4220	Society Responses to Aging.....	3
SW 4250	Medical Social Work	3
SW 4600	Social Work in Special Settings	2-4

SW/GERT 4650	Retirement: Adjustment/Planning.....	3
SW 4800	Projects and Research	1-3
SW 4810	Experimental Courses	2-3
SW 4830	Directed Readings	1-3
SW 4920	Short Courses, Workshops, Institutes, and Special Programs	2-4

Appendix C
Social Work Courses

SOCIAL WORK COURSES

**Required Courses*

***SW SS1010. Introduction to Generalist Social Work (3)**

A generalist introduction to the relationships between social systems (individuals, groups, and communities) and the social welfare networks which impact them, including the role of the social work profession. Open to all Weber State University students.

***SW 2100. Human Behavior and the Social Environment I (3)**

This is the first course in the Human Behavior and the Social Environment sequence. It identifies the relationships between human developmental stages (from conception to death) and the problems associated with environmental interactions. Systems and theory are examined in the biological, psychological, and sociological arenas. (It is suggested that ZOOL LS1020 be taken before or concurrently with SW 2100.)

***SW 2200. Issues in Diversity (3)**

A study of diversity among individuals, groups, communities, and of issues social workers will need to understand when interfacing with diverse populations.

SW 2920. Short Courses, Workshops, Institutes and Special Programs (1-4)

Consult the semester class schedule for the current offering under this number. The specific title and credit authorized for these elective courses will appear on the student transcript.

SW 3000. Death and Dying (3)

An in-depth study of death, death-related issues and social institutions and practices dealing with death in American society, with special emphasis on the social processes surrounding death and constructive responses to death and dying. Cross-listed with GERT 3000.

***SW 3100. Human Behavior and the Social Environment II (2)**

This second course in the Human Behavior and the Social Environment sequence is designed to present basic principles and fundamental concepts necessary for acquiring and organizing knowledge for practice with individuals, families, groups, organizations, and communities and on the interaction among these systems. Prerequisites: SW 1010, SW 2100 and formal admission to the Social Work Program.

SW 3120. Aging: Adaptation and Behavior (3)

An examination of the physical and psychological processes of aging. The emphasis is upon behavioral and social adaptation to these processes. Cross-listed with GERT 3120.

***SW 3200. Child and Family Welfare (2)**

A historical and contemporary examination of child and family welfare issues, and social work intervention strategies. Prerequisite: SW SS1010.

SW DV3320. Ethnicity and Older Women in the American Society (3)

The importance of special populations (ethnic, racial and women) as they relate to the aging process. Cross-listed with GERT 3320.

***SW 3500. Social Welfare & Gerontological Policy Development and Service (3)**

The history, mission, philosophy and human service aspects used in the development of social work/gerontology as a profession will be covered. Examples of social, public and social welfare policy will be identified and studied. Knowledge of local, state, and federal legislation, professional organizations, and membership organizations will assist in review of lobby, funding and implementation practices used in meeting human service needs. Methods for the political and organizational analysis of processes and policy will be covered. Prerequisite: SW SS1010 or GERT SS1010. (SW/GERT3500 must be completed before entering Field Practice.). *Cross-listed with GERT 3500.*

***SW/GERT 3600. Social Statistics (3)**

Introduction to analysis and presentation of data. Prerequisite: Meet WSU Quantitative Literacy requirement. *Cross-listed with GERT 3600.*

***SW 3700. Social Work Research (3)**

Social work research and its relationship to social work theory and practice. The class will include content on qualitative, quantitative and single system research methodologies; analysis of data, including statistical procedures; systematic evaluation of practice; analysis and evaluation of theoretical bases, research questions, methodologies, statistical procedures, and conclusions of research reports; and relevant technological advances. The course will also identify how the research curriculum contributes to the student's use of scientific knowledge for practice. Prerequisite: SW SS1010. (Must be completed before entering SW 4861.) Recommended prerequisite: completion of social statistics class.

SW 3800. Writing in Social Work (3)

This course is designed to help students develop and sharpen professional writing skills and become more effective in various forms of written communication in social work and the broader social welfare delivery system. The course will offer an in-depth overview of APA writing style guidelines and apply these, as appropriate, in the preparation of written documents common in professional practice in social and

behavioral sciences. Prerequisite: University Composition (ENGL 2010 or equivalent). It is recommended that this course be taken concurrently with SW 3700 and/or SW 4860. (*Required for Bachelor of Arts [BA] degree in Social Work.)

***SW 3900. Social Work Methods, Values, and Ethics (3)**

An ecological system and generalist approach to social work practice methods. Content is germane to various systems and subsystems typically implicated in problems encountered by social workers. A study of values and ethics will assist the social worker to understand the proprieties of professional practice. Prerequisites: SW 1010, SW 2100, SW 2200, and formal admission into the Social Work Program. (May be taken prior to or concurrently with SW 3910.)

***SW 3910. Social Work Practice I (3)**

An intensive knowledge-based generalist course concentrating on micro social work intervention skills combining lecture and hands-on experiences. Prerequisite: formal admission into the Social Work Program (may be taken concurrently with SW 3900)

***SW 3920. Social Work Practice II (3)**

A generalist course directed at understanding and demonstrating the principles, concepts and techniques of planned change in mezzo settings including families and small groups. Prerequisite: SW 3910 (must be taken concurrently with SW 3930 and SW 4860)

***SW 3930. Social Work Practice III (3)**

A generalist course designed to illustrate the principles, concepts and techniques of planned change in macro settings including institutions, organizations, and communities. Prerequisite: SW 3910 (must be taken concurrently with SW 3920 and SW 4860)

SW 4140. Perspectives on Drug Use and Substance Abuse (3)

This course examines drug use and substance abuse across the lifespan and addresses issues such as prevention, treatment, and public policy as they affect and relate to individuals, groups, families, organizations, and communities. Course material draws on current research, theory, and practice experience.

SW 4150. DSM 5 (3)

This elective course is designed to familiarize the social work student with the Diagnostic Statistical Manual for Mental Disorders (DSM IV_R classification). The DSM 5 provides the practitioner with a systematic diagnostic tool for practice and research. (*Required for Bachelor of Science [BS] degree in Social Work)

SW 4220. Societal Responses to Aging (3)

This course is designed to cover aspects of retirement relating to job change or discontinuance. The processes, events, social roles, and phases of life will presented. Cross-listed with GERT 4220.

SW 4250. Medical Social Work (3)

This elective course explores the process and dynamics of the provision of social work services within the medical service delivery system.

***SW 4500. Interventions for Populations at Risk (3)**

A course designed to study populations at risk with an emphasis on women and people of color. Interventions to alleviate conditions of human suffering are stressed.

Prerequisite: SW 3910.

SW 4600. Social Work in Special Settings (2-4)

This elective course is designed to accommodate special topic areas in Social Work practice. (Maximum hours toward graduation 4.)

SW 4650. Retirement: Adjustment/Planning (3)

This course is designed to cover aspects of retirement relating to job change or discontinuance. The processes, events, social roles, and phases of life will presented. Cross-listed with GERT 4650.

SW 4800. Projects and Research (1-3)

This elective course allows for supervised projects and primary research in various areas of social work. Limited to senior students. Prerequisite: Consent of department chair and instructor.

SW 4810. Experimental Courses (2-3)

This elective course is designed to accommodate new courses under an experimental format.

SW 4830. Directed Readings (1-3)

This elective course is an individual readings for seniors who are majoring in social work for a maximum of 3 credit hours. Permission must be obtained from the instructor. Students are required to complete a minimum of 1000 pages of selected readings per class hour requested for credit.

***SW 4860. Social Service Field Experience I (4)**

This field practice course requires a minimum of 200 hours of supervised field service in an approved social service agency. The emphasis is to include micro, mezzo, and macro practice opportunities. Prerequisites: SW 3100, SW 3200, SW 3500, SW 3900, SW 3910, and admission to Field Experience. (SW/GERT 3600 or equivalent and SW 3700 may be

taken concurrently with SW 4860. Must be taken concurrently with SW 3920 and SW 3930.)

***SW 4861. Social Service Field Experience II (4)**

This field practice course requires a minimum of 200 hours of supervised field service in an approved social service agency. The emphasis is to include micro, mezzo, and macro practice opportunities. Prerequisites: SW/GERT 3600 or equivalent, SW 3700, SW 3920, SW 3930, SW 4860, and admission to Field Experience. (Must be taken concurrently with SW 4990.)

SW 4920. Short Courses, Workshops, Institutes, and Special Programs (2-4)

Consult the semester class schedule for the current offering under this number. The specific title and credit authorized for these elective courses will appear on the student transcript.

***SW 4990. Social Work Senior Seminar (2)**

This course requires preparation and discussion of social work concepts and topics, and information and techniques in obtaining a job and selecting a graduate school. Prerequisite: SW 4860. (Must be taken with SS 4861.)

SW 5010. Professional Development: Human Development in the Social Environment (3)

This professional development course is designed for non-social work majors who have or wish to have experience in the delivery of social services. The course explores human development in the context of the broader social environment. It identifies the relationship between human developmental stages (from conception to death) and the problems associated with environmental interactions. Systems and theory are examined in the biological, psychological, sociological, and spiritual arenas. *Credit/No credit.* (This course is approved by the Division of Occupational and Professional Licensing [DOPL] for human development content toward the Social Service Worker [SSW] license. It is for non-social work majors and does not count as credit toward the social work degree.)

SW 5020. Professional Development: Social Welfare Policy (3)

This professional development course is designed for non-social work majors who have or wish to have experience in the delivery of social services. The history, mission, philosophy and human service aspects used in the development of social welfare policy will be covered. Examples of social, public, and social welfare policy will be identified and studied. Knowledge of local, state, and federal legislation, professional organizations, and membership organizations will assist in review of lobbying, funding, and implementation practices used in meeting human service needs. Methods for the political and organizational analysis of processes and policy will be covered. *Credit/No credit.* (This course is approved by the Division of Occupational and Professional

Licensing [DOPL] for human development content toward the Social Service Worker [SSW] license. It is for non-social work majors and does not count as credit toward the social work degree.)

SW 5030. Professional Development: Social Work Ethics and Practice Methods (3)

This professional development course is designed for non-social work majors who have or wish to have experience in the delivery of social services. Using an ecological and generalist approach to social work practice at the individual, family, group, organization, and community levels, this course provides training in a planned client change process and considers social work roles at various levels. A significant focus of this course is the study of the application of key values and ethical principles, as defined by the National Association of Social Workers (NASW), to professional practice and the resolution of ethical dilemmas. The course also includes content on the evaluation of practice and programs. *Credit/No credit.* (This course is approved by the Division of Occupational and Professional Licensing [DOPL] for human development content toward the Social Service Worker [SSW] license. It is for non-social work majors and does not count as credit toward the social work degree.)

APPENDIX D

Suggested Course of Study

Social Work BS - Graduation MAP



WEBER STATE
UNIVERSITY

This is a suggested plan. Meet with an academic advisor to create a specific plan that best fits your academic needs. Remember, taking an average of 15 credit hours per semester facilitates timely graduation.

NAME: _____

Catalog Year: 2019-2020

Revised 08-17-2019

<input checked="" type="checkbox"/>	Course	Credit Hour	Semester Offered	Milestones & Notes
Freshman (Semester 1)				
	ENGL EN 1010 Intermediate College Writing	3	Fall, Spring, Summer	<ul style="list-style-type: none"> Maintain overall and major GPA of 2.5 or higher. HU/CA requires at least 1 HU course and 1 CA course (9 credits total). PS/LS requires at least 1 PS course and 1 LS course (9 credits total). Prerequisite (*) and all SW courses must be completed with a grade of "C" or better.
	American Institutions (AI)	3	Fall, Spring, Summer	
	Humanities (HU) or Creative Arts (CA)	3	Fall, Spring, Summer	
	Physical Science (PS) or Life Science (LS)	3	Fall, Spring, Summer	
	SW SS 1010 Introduction to Generalist Social Work*	3	Fall, Spring, Summer	
	Total Semester Credits	15		
Freshman (Semester 2)				
	ENG EN 2010 Intermediate College Writing*	3	Fall, Spring, Summer	<ul style="list-style-type: none"> Maintain overall and major GPA of 2.5 or higher. HU/CA requires at least 1 HU course and 1 CA course (9 credits total). PS/LS requires at least 1 PS course and 1 LS course (9 credits total). Prerequisite (*) and all SW courses must be completed with a grade of "C" or better.
	Math 1010 Intermediate College Algebra	4	Fall, Spring, Summer	
	Humanities (HU) or Creative Arts (CA)	3	Fall, Spring, Summer	
	Physical Science (PS) or Life Science (LS)	3	Fall, Spring, Summer	
	WSU Information Literacy (IL)*	1	Fall, Spring, Summer	
	Total Semester Credits	14		
Sophomore (Semester 3)				
	PSY SS 1010 Introductory Psychology*	3	Fall, Spring, Summer	<ul style="list-style-type: none"> Maintain overall and major GPA of 2.5 or higher. SS general education requirements will be met by SW Program prerequisites (ANTH 1000, PSY1010, SOC 1010, SW 1010). SOC SS/DV 1010 is a prerequisite to formal admission to the Social Work Program AND meets a university diversity (DV) requirement. ZOOL LS 1020 is a prerequisite to formal admission to the Social Work Program AND meets a general education LS requirement. Prerequisite (*) and all SW courses must be completed with a grade of "C" or better.
	SOC SS/DV 1010 Introduction to Sociology*	3	Fall, Spring, Summer	
	ZOOL LS 1020 Human Biology*	3	Fall, Spring, Summer	
	MATH QL 1040 Introduction to Statistics*	3	Fall, Spring, Summer	
	Humanities (HU) or Creative Arts (CA)	3	Fall, Spring, Summer	
	Total Semester Credits	15		
Sophomore (Semester 4)				
	SW 2100 Human Behavior in the Social Environment I*	3	Fall, Spring, Summer	<ul style="list-style-type: none"> Maintain overall and major GPA of 2.5 or higher.
	SW 2200 Issues in Diversity	3	Fall, Spring, Summer	
	ANTH SS/DV 1000 Introduction to Anthropology*	3	Fall, Spring, Summer	

	Minor**	3	Fall, Spring, Summer	<ul style="list-style-type: none"> • SS general education requirements will be met by SW Program prerequisites (ANTH 1000, PSY1010, SOC 1010, SW 1010). • ANTH SS/DV 1000 is a prerequisite to the formal admission to the Social Work Program AND meets the university diversity (DV) requirement. • Apply for formal admission to the Social Work Program this semester.
	Elective	3	Fall, Spring, Summer	
	Total Semester Credits	15		

<input checked="" type="checkbox"/>	Course	Credit Hours	Semester Offered	Milestones & Notes
Junior (Semester 5)				
	SW 3100 Human Behavior in the Social Environment II***	2	Fall, Spring, Summer	<ul style="list-style-type: none"> • Maintain overall and major GPA of 2.5 or higher.
	SW 3200 Child and Family Welfare	2	Fall, Spring	
	SW 3500 Social Welfare and Gerontological Policy Development and Service	3	Fall, Spring	
	SW 3600 Social Statistics	3	Fall, Spring, Summer	
	Minor**	3	Fall, Spring, Summer	
	Elective	2	Fall, Spring, Summer	
	Total Semester Credits	15		
Junior (Semester 6)				
	SW 3700 Social Work Research	3	Fall, Spring	<ul style="list-style-type: none"> • Maintain overall and major GPA of 2.5 or higher. • Apply for admission to the social service field experience. Meet with the field director.
	SW 3900 Social Work Practice Methods and Ethics***	3	Fall, Spring, Summer	
	SW 3910 Social Work Practice I***	3	Fall, Spring, Summer	
	SW 4150 DSM 5	3	Fall, Spring, Summer	
	Minor**	3	Fall, Spring, Summer	
	Total Semester Credits	15		
Senior (Semester 7)				
	SW 3920 Social Work Practice II***	3	Fall, Spring, Summer	<ul style="list-style-type: none"> • Maintain overall and major GPA of 2.5 or higher.
	SW 3930 Social Work Practice III***	3	Fall, Spring, Summer	
	SW 4860 Social Service Field Experience I***	4	Fall, Spring, Summer	
	Minor**	3	Fall, Spring, Summer	
	Minor**	3	Fall, Spring, Summer	
	Total Semester Credits	16		
Senior (Semester 8)				
	SW 4500 Interventions for Populations at Risk	3	Fall, Spring, Summer	<ul style="list-style-type: none"> • Maintain overall and major GPA of 2.5 or higher. • Apply for graduation for BA in Social Work through your portal.
	SW 4861 Social Service Field Experience II***	4	Fall, Spring, Summer	
	SW 4900 Social Work Senior Seminar	2	Fall, Spring, Summer	
	Minor**	3	Fall, Spring, Summer	
	Minor**	3	Fall, Spring, Summer	
	Total Semester Credits	15		
	Total Bachelor Credits	120		

Gen Ed Breadth Requirements (do not duplicate departments)

<input type="checkbox"/> HU	<input type="checkbox"/> CA	<input type="checkbox"/> HU or CA
<input type="checkbox"/> SS	<input type="checkbox"/> SS	
<input type="checkbox"/> PS	<input type="checkbox"/> LS	<input type="checkbox"/> PS or LS
<input type="checkbox"/> DV (Double dip with breadth course)		

Avoid misadvisement! Consult your academic advisor (weber.edu/advisors), the WSU Catalog (weber.edu/catalog), and your CatTracks degree evaluation (log into your eWeber Student Portal).

Notes:

A grade of "C" or better is required in all courses toward and included in this major (a grade of "C-" is not acceptable).

*Prerequisites to formal admission to the Social Work Program.

**The Social Work Major requires either: (a) the completion of a minor; or (b) the Social Work alternative to a traditional minor (courses must be approved by your faculty advisor). "Minor" in this map is based on 21 credits.

***A student must be formally admitted to the Social Work Program to take these courses.

Social Work BA (Option 1) - Graduation MAP



WEBER STATE
UNIVERSITY

This is a suggested plan. Meet with an academic advisor to create a specific plan that best fits your academic needs. Remember, taking an average of 15 credit hours per semester facilitates timely graduation.

NAME: _____

Catalog Year: 2019-2020

Revised 08-17-2019

<input checked="" type="checkbox"/>	Course	Credit Hour	Semester Offered	Milestones & Notes
Freshman (Semester 1)				
	ENGL EN 1010 Intermediate College Writing	3	Fall, Spring, Summer	<ul style="list-style-type: none"> Maintain overall and major GPA of 2.5 or higher. HU/CA requires at least 1 HU course and 1 CA course (9 credits total). PS/LS requires at least 1 PS course and 1 LS course (9 credits total). Prerequisite (*) and all SW courses must be completed with a grade of "C" or better.
	American Institutions (AI)	3	Fall, Spring, Summer	
	WSU Information Literacy (IL)	1	Fall, Spring, Summer	
	Humanities (HU) or Creative Arts (CA)	3	Fall, Spring, Summer	
	Physical Science (PS) or Life Science (LS)	3	Fall, Spring, Summer	
	SW SS 1010 Introduction to Generalist Social Work*	3	Fall, Spring, Summer	
	Total Semester Credits	16		
Freshman (Semester 2)				
	ENG EN 2010 Intermediate College Writing*	3	Fall, Spring, Summer	<ul style="list-style-type: none"> Maintain overall and major GPA of 2.5 or higher. HU/CA requires at least 1 HU course and 1 CA course (9 credits total). PS/LS requires at least 1 PS course and 1 LS course (9 credits total). Prerequisite (*) and all SW courses must be completed with a grade of "C" or better.
	Math 1010 Intermediate College Algebra	4	Fall, Spring, Summer	
	Humanities (HU) or Creative Arts (CA)	3	Fall, Spring, Summer	
	Humanities (HU) or Creative Arts (CA)	3	Fall, Spring, Summer	
	Physical Science (PS) or Life Science (LS)	3	Fall, Spring, Summer	
	Total Semester Credits	16		
Sophomore (Semester 3)				
	PSY SS 1010 Introductory Psychology*	3	Fall, Spring, Summer	<ul style="list-style-type: none"> Maintain overall and major GPA of 2.5 or higher. SS general education requirements will be met by SW Program prerequisites (ANTH 1000, PSY1010, SOC 1010, SW 1010). SOC SS/DV 1010 is a prerequisite to formal admission to the Social Work Program AND meets a university diversity (DV) requirement. ZOOL LS 1020 is a prerequisite to formal admission to the Social Work Program AND meets a general education LS requirement. Prerequisite (*) and all SW courses must be completed with a grade of "C" or better.
	SOC SS/DV 1010 Introduction to Sociology*	3	Fall, Spring, Summer	
	ZOOL LS 1020 Human Biology*	3	Fall, Spring, Summer	
	MATH QL 1040 Introduction to Statistics*	3	Fall, Spring, Summer	
	Language	3	Fall, Spring, Summer	
	Total Semester Credits	15		
Sophomore (Semester 4)				
	SW 2100 Human Behavior in the Social Environment I*	3	Fall, Spring, Summer	<ul style="list-style-type: none"> Maintain overall and major GPA of 2.5 or higher. SS general education requirements will be met by SW Program prerequisites (ANTH 1000, PSY1010, SOC 1010, SW 1010).
	SW 2200 Issues in Diversity	3	Fall, Spring, Summer	
	ANTH SS/DV 1000 Introduction to Anthropology*	3	Fall, Spring, Summer	
	Minor**	3	Fall, Spring, Summer	
	Language	3	Fall, Spring, Summer	

		15		1000, PSY1010, SOC 1010, SW 1010). <ul style="list-style-type: none"> • ANTH SS/DV 1000 is a prerequisite to the formal admission to the Social Work Program AND meets the university diversity (DV) requirement. • Apply for formal admission to the Social Work Program this semester.
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<input checked="" type="checkbox"/>	Course	Credit Hours	Semester Offered	Milestones & Notes
Junior (Semester 5)				
	SW 3100 Human Behavior in the Social Environment II***	2	Fall, Spring, Summer	<ul style="list-style-type: none"> • Maintain overall and major GPA of 2.5 or higher.
	SW 3200 Child and Family Welfare	2	Fall, Spring	
	SW 3500 Social Welfare and Gerontological Policy Development and Service	3	Fall, Spring	
	SW 3600 Social Statistics	3	Fall, Spring, Summer	
	Minor**	3	Fall, Spring, Summer	
	Language	3	Fall, Spring, Summer	
	Total Semester Credits	16		
Junior (Semester 6)				
	SW 3700 Social Work Research	3	Fall, Spring	<ul style="list-style-type: none"> • Maintain overall and major GPA of 2.5 or higher. • Apply for admission to the social service field experience. Meet with the field director.
	SW 3900 Social Work Practice Methods and Ethics***	3	Fall, Spring, Summer	
	SW 3910 Social Work Practice I***	3	Fall, Spring, Summer	
	Minor**	3	Fall, Spring, Summer	
	Language	3	Fall, Spring, Summer	
	Total Semester Credits	15		
Senior (Semester 7)				
	SW 3920 Social Work Practice II***	3	Fall, Spring, Summer	<ul style="list-style-type: none"> • Maintain overall and major GPA of 2.5 or higher.
	SW 3930 Social Work Practice III***	3	Fall, Spring, Summer	
	SW 4860 Social Service Field Experience I***	4	Fall, Spring, Summer	
	Minor**	3	Fall, Spring, Summer	
	Minor**	3	Fall, Spring, Summer	
	Total Semester Credits	16		
Senior (Semester 8)				
	SW 4500 Interventions for Populations at Risk	3	Fall, Spring, Summer	<ul style="list-style-type: none"> • Maintain overall and major GPA of 2.5 or higher. • Apply for graduation for BA in Social Work through your portal.
	SW 4861 Social Service Field Experience II***	4	Fall, Spring, Summer	
	SW 4900 Social Work Senior Seminar	2	Fall, Spring, Summer	
	Minor**	3	Fall, Spring, Summer	
	Minor**	3	Fall, Spring, Summer	
	Total Semester Credits	15		
	Total Bachelor Credits	124		

Gen Ed Breadth Requirements (do not duplicate departments)

<input type="checkbox"/> HU	<input type="checkbox"/> CA	<input type="checkbox"/> HU or CA
<input type="checkbox"/> SS	<input type="checkbox"/> SS	
<input type="checkbox"/> PS	<input type="checkbox"/> LS	<input type="checkbox"/> PS or LS
<input type="checkbox"/> DV (Double dip with breadth course)		

Avoid misadvisement! Consult your academic advisor (weber.edu/advisors), the WSU Catalog (weber.edu/catalog), and your CatTracks degree evaluation (log into your eWeber Student Portal).

Notes:

BA Option 1 requires 12 foreign language credits.

A grade of "C" or better is required in all courses toward and included in this major (a grade of "C-" is not acceptable).

*Prerequisites to formal admission to the Social Work Program.

**The Social Work Major requires either: (a) the completion of a minor; or (b) the Social Work alternative to a traditional minor (courses must be approved by your faculty advisor). "Minor" in this map is based on 21 credits.

***A student must be formally admitted to the Social Work Program to take these courses.

Social Work BA (Option 2) - Graduation MAP



WEBER STATE
UNIVERSITY

This is a suggested plan. Meet with an academic advisor to create a specific plan that best fits your academic needs. Remember, taking an average of 15 credit hours per semester facilitates timely graduation.

NAME: _____

Catalog Year: 2019-2020

Revised 08-17-2019

<input checked="" type="checkbox"/>	Course	Credit Hour	Semester Offered	Milestones & Notes
Freshman (Semester 1)				
	ENGL EN 1010 Intermediate College Writing	3	Fall, Spring, Summer	<ul style="list-style-type: none"> Maintain overall and major GPA of 2.5 or higher. HU/CA requires at least 1 HU course and 1 CA course (9 credits total). PS/LS requires at least 1 PS course and 1 LS course (9 credits total). Prerequisite (*) and all SW courses must be completed with a grade of "C" or better.
	American Institutions (AI)	3	Fall, Spring, Summer	
	WSU Information Literacy (IL)	1	Fall, Spring, Summer	
	Humanities (HU) or Creative Arts (CA)	3	Fall, Spring, Summer	
	Physical Science (PS) or Life Science (LS)	3	Fall, Spring, Summer	
	SW SS 1010 Introduction to Generalist Social Work*	3	Fall, Spring, Summer	
	Total Semester Credits	16		
Freshman (Semester 2)				
	ENG EN 2010 Intermediate College Writing*	3	Fall, Spring, Summer	<ul style="list-style-type: none"> Maintain overall and major GPA of 2.5 or higher. HU/CA requires at least 1 HU course and 1 CA course (9 credits total). PS/LS requires at least 1 PS course and 1 LS course (9 credits total). Prerequisite (*) and all SW courses must be completed with a grade of "C" or better.
	Math 1010 Intermediate College Algebra	4	Fall, Spring, Summer	
	Humanities (HU) or Creative Arts (CA)	3	Fall, Spring, Summer	
	Humanities (HU) or Creative Arts (CA)	3	Fall, Spring, Summer	
	Physical Science (PS) or Life Science (LS)	3	Fall, Spring, Summer	
	Total Semester Credits	16		
Sophomore (Semester 3)				
	PSY SS 1010 Introductory Psychology*	3	Fall, Spring, Summer	<ul style="list-style-type: none"> Maintain overall and major GPA of 2.5 or higher. SS general education requirements will be met by SW Program prerequisites (ANTH 1000, PSY1010, SOC 1010, SW 1010). SOC SS/DV 1010 is a prerequisite to formal admission to the Social Work Program AND meets a university diversity (DV) requirement. ZOOL LS 1020 is a prerequisite to formal admission to the Social Work Program AND meets a general education LS requirement. Prerequisite (*) and all SW courses must be completed with a grade of "C" or better.
	SOC SS/DV 1010 Introduction to Sociology*	3	Fall, Spring, Summer	
	ZOOL LS 1020 Human Biology*	3	Fall, Spring, Summer	
	MATH QL 1040 Introduction to Statistics*	3	Fall, Spring, Summer	
	Language	3	Fall, Spring, Summer	
	Total Semester Credits	15		
Sophomore (Semester 4)				
	SW 2100 Human Behavior in the Social Environment I*	3	Fall, Spring, Summer	<ul style="list-style-type: none"> Maintain overall and major GPA of 2.5 or higher. SS general education requirements will be met by SW Program prerequisites (ANTH 1000, PSY1010, SOC 1010, SW 1010).
	SW 2200 Issues in Diversity	3	Fall, Spring, Summer	
	ANTH SS/DV 1000 Introduction to Anthropology*	3	Fall, Spring, Summer	
	Minor**	3	Fall, Spring, Summer	

	Language	3	Fall, Spring, Summer	met by SW Program prerequisites (ANTH 1000, PSY1010, SOC 1010, SW 1010). <ul style="list-style-type: none"> • ANTH SS/DV 1000 is a prerequisite to the formal admission to the Social Work Program AND meets the university diversity (DV) requirement. • Apply for formal admission to the Social Work Program this semester.
	Total Semester Credits	15		

<input checked="" type="checkbox"/>	Course	Credit Hours	Semester Offered	Milestones & Notes
Junior (Semester 5)				
	SW 3100 Human Behavior in the Social Environment II***	2	Fall, Spring, Summer	<ul style="list-style-type: none"> • Maintain overall and major GPA of 2.5 or higher.
	SW 3200 Child and Family Welfare	2	Fall, Spring	
	SW 3500 Social Welfare and Gerontological Policy Development and Service	3	Fall, Spring	
	SW 3600 Social Statistics	3	Fall, Spring, Summer	
	Minor**	3	Fall, Spring, Summer	
	Total Semester Credits	13		
Junior (Semester 6)				
	SW 3700 Social Work Research	3	Fall, Spring	<ul style="list-style-type: none"> • Maintain overall and major GPA of 2.5 or higher. • Apply for admission to the social service field experience. Meet with the field director.
	SW 3900 Social Work Practice Methods and Ethics***	3	Fall, Spring, Summer	
	SW 3910 Social Work Practice I***	3	Fall, Spring, Summer	
	Minor**	3	Fall, Spring, Summer	
	Minor**	3	Fall, Spring, Summer	
	Total Semester Credits	15		
Senior (Semester 7)				
	SW 3800 Writing in Social Work	3	Spring	<ul style="list-style-type: none"> • Maintain overall and major GPA of 2.5 or higher.
	SW 3920 Social Work Practice II***	3	Fall, Spring, Summer	
	SW 3930 Social Work Practice III***	3	Fall, Spring, Summer	
	SW 4860 Social Service Field Experience I***	4	Fall, Spring, Summer	
	Minor**	3	Fall, Spring, Summer	
	Total Semester Credits	16		
Senior (Semester 8)				
	SW 4500 Interventions for Populations at Risk	3	Fall, Spring, Summer	<ul style="list-style-type: none"> • Maintain overall and major GPA of 2.5 or higher. • Apply for graduation for BA in Social Work through your portal.
	SW 4861 Social Service Field Experience II***	4	Fall, Spring, Summer	
	SW 4900 Social Work Senior Seminar	2	Fall, Spring, Summer	
	Minor**	3	Fall, Spring, Summer	
	Minor**	3	Fall, Spring, Summer	
	Total Semester Credits	15		
	Total Bachelor Credits	121		

Gen Ed Breadth Requirements (do not duplicate departments)

<input type="checkbox"/> HU	<input type="checkbox"/> CA	<input type="checkbox"/> HU or CA
<input type="checkbox"/> SS	<input type="checkbox"/> SS	
<input type="checkbox"/> PS	<input type="checkbox"/> LS	<input type="checkbox"/> PS or LS
<input type="checkbox"/> DV (Double dip with breadth course)		

Avoid misadvisement! Consult your academic advisor (weber.edu/advisors), the WSU Catalog (weber.edu/catalog), and your CatTracks degree evaluation (log into your eWeber Student Portal).

Notes:

BA Option 2 requires 6 foreign language credits, SW 3800 (3) Writing in Social Work, and an approved humanities course. Select at least 1 humanities (HU) course that meets both general education and Social Work BA Option 2 requirements.

A grade of "C" or better is required in all courses toward and included in this major (a grade of "C-" is not acceptable).

*Prerequisites to formal admission to the Social Work Program.

**The Social Work Major requires either: (a) the completion of a minor; or (b) the Social Work alternative to a traditional minor (courses must be approved by your faculty advisor). "Minor" in this map is based on 21 credits.

***A student must be formally admitted to the Social Work Program to take these courses.

APPENDIX E

**Weber State University
Department of Social Work and Gerontology
Statement of Behavioral Expectations and Readiness for the Field**

**WEBER STATE UNIVERSITY
DEPARTMENT OF SOCIAL WORK AND GERONTOLOGY
OGDEN, UTAH**

**STATEMENT OF BEHAVIORAL EXPECTATIONS AND READINESS FOR THE
FIELD**

The provision of social work services to clients requires a high level of professionalism. In addition, social work is a high stress profession. In order to successfully practice this profession, a social worker must not only possess expert skills and knowledge, but also abide by a set of ethical and behavioral expectations that safeguard the client, the agency, the sponsoring academic program, and the profession as a whole. Violations of these expectations can be detrimental to the student, the client, the agency, the WSU Social Work Program, and the profession. In addition, the Weber State University Social Work Program, the student, and cooperating community social service agencies may be held liable should a social work intern's behavior interfere with the delivery of quality professional services.

Therefore, prior to being placed in the field, you must assess your own readiness for this experience. If you have reservations or concerns about your readiness for the field, you should discuss them with the field director well in advance of beginning your practicum. Be advised that many agencies require a background check and/or drug testing. If there are criminal charges on your record or you are likely to test positive for drugs, it would be wise to discuss these issues with the field director early in the placement process.

When you are placed in a field agency, you are agreeing to the following expectations:

1. You will abide by the NASW Code of Ethics (a copy of the NASW Code of Ethics is available in the Social Work and Gerontology Department Office, in the Social Work Program Student Handbook, in the Social Work Program Field Manual, and at the following website:
<http://www.socialworkers.org/pubs/code/code.asp>);
2. You will abide by the policies and procedures of the field agency where you are placed;
3. You will demonstrate professional demeanor in behavior as defined by your field agency;
4. You will demonstrate professional demeanor in dress/appearance as defined by your field agency;
5. You will demonstrate professional demeanor in communication as defined by your field agency;

6. If required by the agency, you will complete a qualifying background check and/or drug test;
7. You will arrive on time at your field agency for all appointments and meetings according to whatever schedule you work out with your field supervisor;
8. You will attend all training and staff meetings as required by your field agency;
9. At a minimum, you will meet with your field supervisor weekly (more often if requested or required by your field supervisor);
10. In addition to regularly scheduled meetings with your field supervisor, you will make appropriate use of supervision by consulting with this person regarding any questions or concerns related to your practicum experience;
11. In the event of conflict between you and a client or between you and a colleague, you will seek to resolve these issues directly and professionally, following an appropriate line of supervision (the person her/himself, the field supervisor, the WSU Social Work Program field director, the WSU Social Work Program department chair, the dean of the College of Social and Behavioral Sciences; the WSU due process officer);
12. Should problems arise between you and your field agency or between you and your field supervisor, you will immediately contact the WSU Social Work Program's field director for consultation;
13. You will be honest in completing and reporting your internship hours;
14. You will complete and submit on time all paperwork required by the agency and by the WSU Social Work Program;
15. You will not physically harm or assault clients or colleagues, or threaten or imply physical harm or assault;
16. You will maintain proper professional boundaries and will not enter into sexual, romantic, or otherwise personal or intimate relationships with any client, current or past;
17. You will maintain proper professional boundaries and will not enter into other "dual relationships" with any client (e.g., social, business, economic, etc.);
18. You will not engage in any practice beyond the scope of your professional training;
19. You will only use assessment tools and intervention techniques with your clients that are approved by your field agency;
20. You will demonstrate respect for clients and colleagues whose gender, sexual orientation, ethnicity, cultural background, and/or religion differ from your own;
21. You will demonstrate appropriate self-disclosure with clients and refrain from sharing personal information with clients that is irrelevant, exploitive, self-serving, potentially harmful, or in any way violates legal statutes, agency policies, or ethical standards;
22. You will not share clients' confidential information, except as appropriate in supervision or as required by law;
23. You will not use illegal drugs during the course of your field placement;

24. You will not use alcohol during the course of your field placement in a manner that impairs your ability to perform your duties (e.g., coming to the field agency drunk or hung-over, using alcohol during business hours);
25. You will not engage in any other activity that might impair your judgment while conducting your duties as an intern;
26. You will not commit any criminal offenses during the course of your field experience;

By signing this document, you certify that you have reviewed the NASW Code of Ethics and that you have read, understand, and agree to abide by the expectations outlined above. You also understand that any violation of these standards is grounds for removal from the field and possible dismissal from the Social Work Program.

Practicum Student Signature Date

Field Director Signature Date

cc: Student file

APPENDIX F

Social Work Program Semester Academic Plan for Major Students

Weber State University
Social Work Program Semester Academic Plan for Major Students

Student Name: _____ Date: _____ GPA _____

Total Graduation Hours to Date: _____/120 Upper Division To Date _____/40

Associate Degree: Yes _____ Date Completed _____ Where _____ No: _____

Course Name and Number Year and Term For Completion

Prerequisite Courses

Quantitative Literacy*	MATH 1030 (3) or 1040 (3) or 1050 (3) or 1080 (3)	Summer___ Fall___ Spring___
Composition	ENGL 1010 (3) & ENGL 2010 (3)	Summer___ Fall___ Spring___
ZOOL	1020 (3) Human Biology	Summer___ Fall___ Spring___
SOC	1010 (3) Intro to Soc	Summer___ Fall___ Spring___
PSY	1010 (3) Intro to Psy	Summer___ Fall___ Spring___
ANTH	1000 (3) Intro to Anthro.	Summer___ Fall___ Spring___
SW	1010 (3) Intro to SW	Summer___ Fall___ Spring___
SW	2100 (3) HBSE	Summer___ Fall___ Spring___
SW	2200 (3) Issues in Diversity	Summer___ Fall___ Spring___
<u>Major Courses</u>		
SW	3100 (2) HBSE 11	Summer___ Fall___ Spring___
SW	3200 (2) Child Welfare	Summer___ Fall___ Spring___
SW	3500 (3) Social Policy	Summer___ Fall___ Spring___
SW	3700 (3) SW Research	Summer___ Fall___ Spring___
SW/GERT/PSY/SOC	3600 (3) Social Statistics	Summer___ Fall___ Spring___
SW	3800 (3) Writing in Social Work*	Summer___ Fall___ Spring___
SW	3900 (3) Social Work Values	Summer___ Fall___ Spring___
SW	3910 (3) SW Practice 1	Summer___ Fall___ Spring___
SW	3920 (3) SW Practice 11	Summer___ Fall___ Spring___
SW	3930 (3) SW Practice 111	Summer___ Fall___ Spring___
SW	4150 (3) DSM 5*	Summer___ Fall___ Spring___
SW	4500 (3) Population at Risk	Summer___ Fall___ Spring___
SW	4860 (3) Field Experience 1	Summer___ Fall___ Spring___
SW	4861 (3) Field Experience 2	Summer___ Fall___ Spring___
SW	4990 (3) SW Senior Seminar	Summer___ Fall___ Spring___
Projected Graduation Semester		Summer___ Fall___ Spring___

*SW 3800 is required for a bachelor of arts (BA) degree.

*SW 4150 is required for a bachelor of science (BS) degree.

Advisor: _____ Student: _____

APPENDIX G

**Social Worker Licensing Act
Utah State Code, Sections 58-60-201 to 58-60-207**

<https://dopl.utah.gov/soc/index.html>

Utah State Code, Sections 58-60-201 to 58-60-207

58-60-201. Title.

This part is known as the "Social Worker Licensing Act."

Enacted by Chapter 32, 1994 General Session

58-60-202. Definitions.

In addition to the definitions in Sections [58-1-102](#) and [58-60-102](#), as used in this part:

(1) "Board" means the Social Worker Licensing Board created in Section [58-60-203](#).

(2) (a) "Practice as a social service worker" means performance of general entry level services under general supervision of a mental health therapist through the application of social work theory, methods, and ethics in order to enhance the social or psychosocial functioning of an individual, a couple, a family, a group, or a community, including:

(i) conducting:

(A) a non-clinical psychosocial assessment; or

(B) a home study;

(ii) collaborative planning and goal setting;

(iii) ongoing case management;

(iv) progress monitoring;

(v) supportive counseling;

(vi) information gathering;

(vii) making referrals; and

(viii) engaging in advocacy.

(b) "Practice as a social service worker" does not include:

(i) diagnosing or treating mental illness; or

(ii) providing psychotherapeutic services to an individual, couple, family, group, or community.

(3) "Practice of clinical social work" includes:

(a) the practice of mental health therapy by observation, description, evaluation, interpretation, intervention, and treatment to effect modification of behavior by the application of generally recognized professional social work principles, methods, and procedures for the purpose of preventing, treating, or eliminating mental or emotional illness or dysfunction, the symptoms of any of these, or maladaptive behavior;

(b) the application of generally recognized psychotherapeutic and social work principles and practices requiring the education, training, and clinical experience of a clinical social worker; and

(c) supervision of the practice of a certified social worker or social service worker as the supervision is required under this chapter and as further defined by division rule.

(4) "Practice of certified social work" includes:

(a) the supervised practice of mental health therapy by a clinical social worker by observation, description, evaluation, interpretation, intervention, and treatment to effect modification of behavior by the application of generally recognized professional social work principles, methods, and procedures for the purpose of preventing, treating, or eliminating mental or emotional illness or dysfunctions, the symptoms of any of these, or maladaptive behavior;

(b) the supervised or independent and unsupervised application of generally recognized professional social work principles and practices requiring the education, training, and experience of a certified social worker; and

(c) supervision of the practice of a social service worker as the supervision is required under this chapter and as further defined by division rule.

(5) "Program accredited by the Council on Social Work Education" means a program that:

(a) was accredited by the Council on Social Work Education on the day on which the applicant for licensure satisfactorily completed the program; or

(b) was in candidacy for accreditation by the Council on Social Work Education on the day on which the applicant for licensure satisfactorily completed the program.

(6) "Supervision of a social service worker" means supervision conducted by an individual licensed as a mental health therapist under this title in accordance with division rules made in collaboration with the board.

Amended by Chapter 78, 2010 General Session

Amended by Chapter 214, 2010 General Session

58-60-203. Board.

(1) There is created the Social Worker Licensing Board consisting of one certified social worker, three clinical social workers, two social service workers, and one member from the general public.

(2) The board shall be appointed, serve terms, and be compensated in accordance with Section [58-1-201](#).

(3) The duties and responsibilities of the board are under Sections [58-1-202](#) and [58-1-203](#). In addition, the board shall:

(a) designate one of its members on a permanent or rotating basis to assist the division in review of complaints concerning unlawful or unprofessional practice by a licensee in any profession regulated by the board and to advise the division regarding the conduct of investigations of the complaints; and

(b) disqualify any member from acting as presiding officer in any administrative procedure in which that member has previously reviewed the complaint or advised the division.

Amended by Chapter 214, 2010 General Session

58-60-204. License classifications.

The division shall issue licenses and certifications to individuals qualified under this part in the classifications:

(1) clinical social worker;

(2) certified social worker;

(3) certified social worker intern; and

(4) social service worker.

Amended by Chapter 201, 2003 General Session

58-60-205. Qualifications for licensure or certification as a clinical social worker, certified social worker, and social service worker.

(1) An applicant for licensure as a clinical social worker shall:

(a) submit an application on a form provided by the division;

(b) pay a fee determined by the department under Section [63J-1-504](#);

(c) be of good moral character;

(d) produce certified transcripts from an accredited institution of higher education recognized by the division in collaboration with the board verifying satisfactory completion of an education and earned degree as follows:

(i) a master's degree in a social work program accredited by the Council on Social Work Education or the Canadian Association of Schools of Social Work;
or

(ii) a doctoral degree that contains a clinical social work concentration and practicum approved by the division, by rule, in accordance with Title 63G, Chapter 3, Utah Administrative Rulemaking Act, that is consistent with Section [58-1-203](#);

(e) have completed a minimum of 4,000 hours of clinical social work training as defined by division rule under Section [58-1-203](#);

(i) in not less than two years;

(ii) under the supervision of a clinical social worker supervisor approved by the division in collaboration with the board; and

(iii) including a minimum of two hours of training in suicide prevention via a course that the division designates as approved;

(f) document successful completion of not less than 1,000 hours of supervised training in mental health therapy obtained after completion of the education requirement in Subsection (1)(d), which training may be included as part of the 4,000 hours of training in Subsection (1)(e), and of which documented evidence demonstrates not less than 100 of the hours were obtained under the direct supervision of a clinical social worker, as defined by rule;

(g) have completed a case work, group work, or family treatment course sequence with a clinical practicum in content as defined by rule under Section [58-1-203](#); and

(h) pass the examination requirement established by rule under Section [58-1-203](#).

(2) An applicant for licensure as a certified social worker shall:

(a) submit an application on a form provided by the division;

(b) pay a fee determined by the department under Section [63J-1-504](#);

(c) be of good moral character;

(d) produce certified transcripts from an accredited institution of higher education recognized by the division in collaboration with the board verifying satisfactory completion of an education and an earned degree as follows:

(i) a master's degree in a social work program accredited by the Council on Social Work Education or by the Canadian Association of Schools of Social; or

(ii) a doctoral degree that contains a clinical social work concentration and practicum approved by the division, by rule, in accordance with Title 63G, Chapter, Utah Administrative Rulemaking Act, that is consistent with Section [58-1-203](#) and an earned doctorate resulting from completion of that program; and

(e) pass the examination requirement established by rule under Section [58-1-203](#).

(3) (a) An applicant for certification as a certified social worker intern shall meet the requirements of Subsections (2)(a), (b), (c), and (d).

(b) Certification under Subsection (3)(a) is limited to the time necessary to pass the examination required under Subsection (2)(e) or six months, whichever occurs first.

(c) A certified social worker intern may provide mental health therapy under the general supervision of a clinical social worker.

(4) An applicant for licensure as a social service worker shall:

(a) submit an application on a form provided by the division;

(b) pay a fee determined by the department under Section [63J-1-504](#);

(c) be of good moral character;

(d) produce certified transcripts from an accredited institution of higher education recognized by the division in collaboration with the board verifying satisfactory completion of an earned degree as follows:

(i) a bachelor's degree in a social work program accredited by the Council on Social Work Education or by the Canadian Association of Schools of Social Work;

(ii) a master's degree in a field approved by the division in collaboration with the board;

(iii) a bachelor's degree in any field if the applicant:

(A) has completed at least three semester hours, or the equivalent, in each of the following areas:

(I) social welfare policy;

(II) human growth and development; and

(III) social work practice methods, as defined by rule; and

(B) provides documentation that the applicant has completed at least 2,000 hours of qualifying experience under the supervision of a mental health therapist, which experience is approved by the division in collaboration with the board, and which is performed after completion of the requirements to obtain the bachelor's degree required under this Subsection (4); or

(iv) successful completion of the first academic year of a Council on Social Work Education approved master's of social work curriculum and practicum; and

(e) pass the examination requirement established by rule under Section [58-1-203](#).

(5) The division shall ensure that the rules for an examination described under Subsections (1)(h), (2)(e), and (4)(e) allow additional time to complete the examination if requested by an applicant who is:

(a) a foreign born legal resident of the United States for whom English is a second language; or

(b) an enrolled member of a federally recognized Native American tribe.

Amended by Chapter 77, 2015 General Session

Amended by Chapter 323, 2015 General Session

58-60-205.5. Continuing education.

As a condition for renewal of a license under this part, a social service worker licensee shall, during each two-year licensure cycle, complete qualified continuing professional education, as defined by rule made in accordance with Title 63G, Chapter 3, Utah Administrative Rulemaking Act.

Enacted by Chapter 214, 2010 General Session

58-60-206. Qualifications for admission to examination.

All applicants for admission to an examination qualifying an individual for licensure under this part shall, before taking the examination:

(1) submit an application for examination on a form provided by the division;

(2) pay the fee established for the examination; and

(3) certify under penalty of perjury as evidenced by notarized signature on the application for examination that the applicant:

(a) has completed the education requirement and been awarded the earned degree required for licensure; or

(b) has only one semester, or the equivalent, remaining before the applicant completes the education requirement for earning the degree that is required for licensure.

Amended by Chapter 262, 2013 General Session

58-60-207. Scope of practice -- Limitations.

(1) A clinical social worker may engage in all acts and practices defined as the practice of clinical social work without supervision, in private and independent practice, or as an employee of another person, limited only by the licensee's education, training, and competence.

(2) To the extent an individual is professionally prepared by the education and training track completed while earning a master's or doctor of social work degree, a licensed certified social worker may engage in all acts and practices defined as the practice of

certified social work consistent with the licensee's education, clinical training, experience, and competence:

(a) under supervision of a clinical social worker and as an employee of another person when engaged in the practice of mental health therapy;

(b) without supervision and in private and independent practice or as an employee of another person, if not engaged in the practice of mental health therapy;

(c) including engaging in the private, independent, unsupervised practice of social work as a self-employed individual, in partnership with other licensed clinical or certified social workers, as a professional corporation, or in any other capacity or business entity, so long as he does not practice unsupervised psychotherapy; and

(d) supervising social service workers as provided by division rule.

Enacted by Chapter 32, 1994 General Session