MEMORANDUM

To: FSU College of Social Work BSW and MSW Students

From: Craig Stanley, Associate Dean for Academic Affairs

Date: July 27, 2020

Subject: Important CSW Field Policy Modifications for Fall 2020 and Spring 2021

COVID 19 has had a significant impact on the College, its students, and our field partners. The Council on Social Work Education Commission on Accreditation has allowed for a reduction for hours required to graduate from a CSWE accredited program. The CSWE guidance is available at https://cswe.org/Accreditation/Information/Accreditation-COVID19-Response. This memo seeks to operationalize how the College will amend its field policy to allow students to use this exception. It is possible that CSWE will extend the time limit for this exception after this memo is posted. If that happens, the College will notify students of that extension and amend this memo. For any questions related to this memo, please contact the College of Social Work Office of Field Education.

BSW Students: Due to the COVID-19 pandemic, CSWE has reduced the total minimum required field hours for BSW students by 85%. This changes the CSWE minimum requirement of 400 hours to 340 hours for placements that are fully or partially completed by May 31, 2021. This means that a student starting a part-time placement in spring 2021 would be able to apply this exception to their field hours if the placement is completed during Summer 2021. Any placement started after Spring 2021 will not qualify for the exception.

FSU typically requires BSW students to complete 512 hours in their field placements. Students will be permitted (but not required) to elect to make use of the CSWE exception to complete their field placement. In order to use this exception, students must work with their Field Liaison and MSW Field Educator to develop an educational plan and weekly schedule based on the number of hours they will complete during the semester(s) in which they will be participating in the field placement. The educational plan will reflect the total number of hours the student plans to complete at the placement. The hours must be spread across the entire semester(s) in which the student is placed. Completing a field placement prior to the end of a semester will not be allowed under this exception.
**MSW Generalist Placements (Traditional MSW Students):** These guidelines pertain to the SOW5532 field course for Traditional students participating in their first field practicum. Due to the COVID-19 pandemic, CSWE has reduced the total minimum required field hours for 1st Year MSW Students participating in generalist placements by 85%. This changes the CSWE minimum requirement of 400 hours to 340 hours for placements that are fully or partially completed by May 31, 2021. This means that a student starting a part-time placement in spring 2021 would be able to apply this exception to their field hours if the placement is completed during Summer 2021. Any placement started after Spring 2021 will not qualify for the exception.

FSU typically requires 1st Year MSW students to complete 432 hours in their field placements. Students will be permitted (but not required) to elect to make use of the CSWE exception to complete their field placement. In order to use this exception, students must work with their Field Liaison and MSW Field Educator to develop an educational plan and weekly schedule based on the number of hours they will complete during the semester(s) in which they will be participating in the field placement. The educational plan will reflect the total number of hours the student plans to complete at the placement. The hours must be spread across the entire semester(s) in which the student is placed. Completing a field placement prior to the end of a semester will not be allowed under this exception.

**MSW Specialized Placements (Advanced-Standing and Traditional Students):** These guidelines pertain to the SOW5535 field course for Advanced-Standing and Traditional students participating in their final specialized field placement. Due to the COVID-19 pandemic, CSWE has reduced the total minimum required field hours for students completing an MSW program by 85%. This changes the CSWE minimum requirement of 900 hours to 765 hours for placements that are fully or partially completed by May 31, 2021. This means that a student starting a part-time final field placement in spring 2021 would be able to apply this exception to their total field hours if the placement is completed during Summer 2021. Any placement started after Spring 2021 will not qualify for the exception.

**Advanced Standing MSW Students**, The total of 765 hours takes into account the number of hours a student earned in his/her undergraduate placement plus the number of hours a student completes in his/her MSW specialized placement (clinical or social leadership). For example, an advanced-standing students who graduated from a BSW program that required 500 hours of a generalist field placement would be required to complete a minimum of 265 hours in their clinical or social leadership final field placement.

FSU typically requires MSW students in their clinical or social leadership final field placements to complete 512 hours. Students will be permitted (but not required) to elect to make use of the CSWE exception to complete their field placement. In order to use this exception, students must work with their Field Liaison to provide evidence of the number of field hours earned in their undergraduate program. That number will be subtracted from 765 to determine the minimum number of hours that must be completed in the specialized placement. The student will work with his/her Field Liaison and MSW Field Educator to develop an educational plan and weekly schedule based on the number of hours they will complete during the semester(s) in which they will be participating in the field placement. The educational plan will reflect the total number of hours the student plans to complete at the placement. The hours must be spread across the entire semester(s) in which the student is placed. Completing a field placement prior to the end of a semester will not be allowed under this exception.
Traditional MSW Students, The total of 765 hours takes into account the number of hours a student earned in his/her generalist placement plus the number of hours a student completes in his/her MSW specialized placement(clinical or social leadership). FSU Traditional MSW Students who completed 432 hours in their generalist placement must complete a minimum of 333 hours in their social leadership or clinical field placements. FSU Traditional MSW Students who used the CSWE exception for their generalist placement and completed 340 hours in their generalist placement must complete a minimum of 425 hours in their social leadership or clinical field placements.

FSU typically requires MSW students in their clinical or social leadership final field placements to complete 512 hours. Students will be permitted (but not required) to elect to make use of the CSWE exception to complete their field placement. In order to use this exception, the student will work with his/her Field Liaison and MSW Field Educator to develop an educational plan and weekly schedule based on the number of hours they will complete during the semester(s) in which they will be participating in the field placement. The educational plan will reflect the total number of hours the student plans to complete at the placement. The hours must be spread across the entire semester(s) in which the student is placed. Completing a field placement prior to the end of a semester will not be allowed under this exception.

Traditional MSW Students Who Transferred Into the FSU MSW Program With Credit for Field Hours, The total of 765 hours takes into account the number of hours a student earned in his/her generalist placement plus the number of hours a student completes in his/her MSW specialized placement(clinical or social leadership). For example, Traditional MSW Students who completed 400 hours in their generalist placement at a previous institution must complete a minimum of 365 hours in their social leadership or clinical field placements at FSU.

There are MSW Programs outside of FSU that use a one-placement field model. These programs do not distinguish between generalist and specialized field hours. For this reason, it is difficult to calculate field hours completed at the generalist level. Because the FSU MSW Program believes that it is difficult for students to meet their educational objectives with fewer than 333 hours in the field placement, FSU will count a maximum of 432 hours of field credit taken at a previous institution towards the 765 total field hours minimum required under the exception.

FSU typically requires MSW students in their clinical or social leadership final field placements to complete 512 hours. Students will be permitted (but not required) to elect to make use of the CSWE exception to complete their field placement. In order to use this exception, students must work with their Field Liaison to provide evidence of the number of field hours earned in their generalist placement at their previous institution. That number, not to exceed 432 hours, will be subtracted from 765 to determine the minimum number of hours that must be completed in the specialized placement. The student will work with his/her Field Liaison and MSW Field Educator to develop an educational plan and weekly schedule based on the number of hours they will complete during the semester(s) in which they will be participating in the field placement. The educational plan will reflect the total number of hours the student plans to complete at the placement. The hours must be spread across the entire semester(s) in which the student is placed. Completing a field placement prior to the end of a semester will not be allowed under this exception.