

March 26, 2020

Dear BSW Students,

In response to the continuing impact of the COVID-19 pandemic, our accrediting body – the Council on Social Work Education (CSWE) Commission on Accreditation – has released new supportive measures regarding field education hours. In a recent statement, CSWE advised that programs are permitted to waive field hours in excess of the CSWE minimum field requirement. CSWE requires a minimum of 400 hours of field education for baccalaureate programs. The UGA BSW curriculum calls for 560 hours – 160 beyond the accreditation minimum requirement. Given this new information from CSWE, the SSW BSW Program faculty has voted unanimously to waive 160 hours for BSW generalist students during spring 2020.

Accordingly, **BSW students who have completed 120 hours this semester and are evaluated satisfactorily on their field instructor final evaluation, can conclude their agency engagement at this time.** The Field Office asks that eligible students work with their field instructor and faculty liaison to create and execute a responsible termination plan with their agency, clients, and constituencies. All BSW students will continue forward in the associated field seminar through the end of the semester. We are communicating with faculty liaisons and field instructors a parallel message, so that all impacted constituencies are similarly informed.

Next steps:

1. Secure your electronically signed timesheet for spring semester 2020 reflecting at minimum 120 hours. Submit a copy of this document to your faculty liaison. The timesheet template is available at <https://ssw.uga.edu/wp-content/uploads/2020/01/Time-Sheet-of-Practicum-Hours.pdf>
2. Ask your field instructor to complete the Final Field Instructor Evaluation of Student – BSW Field Competencies (SOWK 5845 Spring Semester) available at <https://www.surveymonkey.com/r/G58GM6Z>
  - a. Your completed evaluation will go directly to the Field Office. We will send it to your faculty liaison for distribution to you and your field instructor for their records.
  - b. If you have demonstrated adequate competency (rating of 3 or higher on all 9 competency areas) you have completed your field education requirement. You may responsibly terminate with your assigned agency, clients, and constituencies.
3. Complete the student field placement evaluation available at <https://www.surveymonkey.com/r/WPVWYTV>
4. Complete the student evaluation of faculty liaison available at <https://www.surveymonkey.com/r/W6FHXKC>
5. Continue your engagement with your field seminar through the end of the semester.

Please let the Field Office know if you have questions. You may contact your faculty liaison or BSW field coordinator, Dr. Tom Artelt ([tartelt@uga.edu](mailto:tartelt@uga.edu)). We look forward to continuing to support you as you conclude your field education engagement.

Best,  
Zoe M. Johnson

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