

Family and Human Services Site Standards

The objectives for the standards are the following:

1. To strengthen the partnership between the FHS program and sites.
2. To establish consistency of standards among sites.
3. To provide support for the educational training experience of our students.

Standard 1: Orientation/Training

- Students receive a formal orientation of site expectations.
- A historical overview of the site and mission.
- Tour of the physical parameters of the site.
- Training on specific field study responsibilities.
- Overview of site policies and procedures, including ethical and safety issues.

Standard 2: Hour Requirement

- Sites will commit to providing a minimum of 60 hours of field study per term for each student based on the number of credits for which the student plans to enroll in field study. Students are required to enroll in a minimum of 2 credits per term (60 hours) and may choose to enroll in a maximum of 3 credits per term (90 hours) without prior approval of FHS. *It is assumed that most students will complete only 2 credits (60 hours) per term.*
- Sites will negotiate with students how their hours will be distributed across the term. FHS policy prevents students from interning at their site more than 15 hours in a given week on a regular basis. FHS policy also strongly encourages students to distribute their hours as evenly as possible across the 10 weeks of the term (i.e., maintain an average of 6 hours/week x 10 weeks). However, sites may negotiate for students to work more hours over fewer weeks if (a) it is necessary to support the mission of the agency, and (b) it provides the student with an equivalent learning experience.
- Sites will additionally negotiate with senior-level students a project that will require at least 60 hours, which are above and beyond the hours they complete for field study. *(Please see list of FHS competencies for clarification of specific responsibilities)*

Standard 3: Direct Client Contact

- Based upon student's request, sites should provide direct client contact as a significant portion of field study hours.
- When there is direct client contact, a debrief time is recommended either prior to or following the activity.
- Students are not allowed to have individual client contact without another supervisor or staff member nearby.

Note: We understand that direct client contact implies different responsibilities at each respective site. However, the importance of this standard is twofold: (a) Students take on roles that contribute significantly to the site, and (b) students are participating in ways that fulfill FHS competencies.

Standard 4: On-Site Supervision

- Agency provides student with a PRIMARY site supervisor (if student works with multiple supervisors, please indicate one as the primary supervisor. The primary

supervisor will be responsible for collecting feedback from other supervisors and providing feedback to the student both formally (in the midterm and final evaluations) and informally.

- Direct site supervisors need to be on site for 50% of the student's time on site.
- When there is direct client contact, a debrief time is recommended either prior to or following the activity.
- The site supervisor will take on a mentoring role for the student, by providing support, by structuring boundaries, and by modeling professional behavior.

Standard 5: Site Stability

- If a site is to endure a significant transition that will impact field study students, the site will communicate these changes to FHS via the program email (fhs@uoregon.edu), so that the appropriate FHS personnel can be alerted.

Standard 6: University/Site Contract

- The site director will sign the required Agency Agreement, which will be kept on file with the University. This agreement formalizes the relationship between the university and the site, and will be automatically renewed each year for 5 years, unless the site requests in writing that it not be renewed.

Standard 7: Training of FHS Competencies/Curriculum

- Field site activities will correspond with FHS field study competencies established for both juniors and seniors.
- Field site activities will provide support for the completion of assignments related to field study/professional issues seminar.

Standard 8: Evaluation of Services

- Sites agree to participation in periodic site visits by FHS personnel to facilitate individual site growth and to promote consistency among field sites.
- Students and university supervisors will provide written feedback once per year to sites and site supervisors.

Standard 9: Participation in Further Development and Growth of FHS-Site Partnership

- Sites agree to attend and participate in the annual Agency Fair when scheduled.
- Sites agree to send personnel who will be engaging with students as supervisors to participate in the annual site supervisor training, which coincides with the Agency Fair.

Site Name

Site Supervisor

Date