# **UB School of Social Work Field Calendar 2020-2021**

## Full Time Advanced Students (Fall 2020 – Spring 2021)

SW 552 Field Instruction 3 & SW 553 Field Instruction 4

| **Fall Semester Hours** | **Spring Semester Hours** | **Total Hours** |
| --- | --- | --- |
| 225 hours | 255 hours | 480 hours |

Students are in field 15 hours per week when field is in session throughout 2 semesters.

| **Fall Semester** | **Date** |
| --- | --- |
| Full Time Advanced Year field begins | Week of Monday, August 31, 2020 |
| Advanced Learning Contracts due in Sonia | Friday, September 25 |
| Interprofessional Education Day – Advanced Year | Thursday, November 5 |
| Fall Field Recess - no field for 1 week | Monday, Nov 23 to Sunday, Nov 29 |
| Mid-placement Evaluation due for students | Friday, December 11 |
| Mid-placement Evaluation due for educators | Friday, December 18 |
| Fall field ends the week ending (Mon – Sun) | Sunday, December 20 |
| Winter Field Recess - no field for 2 weeks | Mon, Dec 21 to Sun, Jan 3, 2021 |

The University at Buffalo has changed the Spring 2021 Spring calendar.  While students will still return to field on January 4, classes now begin on February 1.  Spring Break has been cancelled per order of SUNY.

Members of the Field Team, however, recognize the importance of rest and rejuvenation for students in field. Thus, students should discuss their spring schedules and any desired changes with your field educators at the beginning of the semester.

| **Spring Semester** | **Date** |
| --- | --- |
| Field placements resumes | Week of Monday, January 4, 2021 |
| Field Education Fair\* | Thursday, January 14 |
| MLK Day – UB Observed Holiday - no field | Monday, January 18 |
| UB Classes begin for Spring Semester | Week of Monday, February 1 |
|  |  |
| Final Evaluation due for students | Friday, April 23 |
| Final Evaluation due for educators | Friday, April 30 |
| Spring field ends the week ending (Mon – Sun) | Sunday, May 9 |

## Calendar Guidelines

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* The Field Calendar differs from the Academic Calendar. Student schedules for field should correspond with the Field Calendar. Hours per semester may vary due to fluctuations with each academic year. Total field hours remain the same.
* The Final Evaluation is due before the end of field. Submit timesheets with projected hours. However, students are required to attend field after this to meet their hourly requirement. Failure to comply can result in a change of grade for Field Placement.
* The actual day of the week that field placement begins and ends is determined by the schedule arranged between the student and the agency.
* Students are generally expected to be at their field placement site for an 8-hour day. This is based on 7.5 field hours with a half-hour lunch break that is not counted toward field hours.
* Recess Periods: Students do not need to make up time for missing (not being at) field during the periods on the field calendar which designate recess specific to field. However, students in some agencies, i.e. school settings may need to take the designated break of the school system versus that of the University at Buffalo. In order to get the minimum required hours, students often need to exchange the time off from UB with that of the school if they do not coincide. It is important to discuss this with the Field Educator at the time of interview.
* UB Observed Holidays: If a student’s typical placement day falls on an UB Observed Holiday (the student is typically in field on that day of the week), he or she is not required to be in field on that day; however, the student is required to make up the hours on an alternate day in that semester.
* Interprofessional (IP) Education Day: All MSW students enrolled in field are now required to participate in Interprofessional Education (IP) Day at the University at Buffalo at least once each academic year. Participation time counts towards field hours. **All participating students will earn six field placement hours for each session attended**. Students should have discussions with their Educator at the start of placement to be released from field (if training is on a scheduled field day). Digital badges and a micro-credential in inter-professional education are available for students.
* IP Days teach students core competencies for collaborative practice, such as interprofessional values and ethics, roles and responsibilities of healthcare providers, interprofessional communication, and teamwork. Interprofessional education is an important approach to preparing social workers to provide care in collaborative team environments, and is a requirement for accreditation. Participation can be included as an activity in student learning contracts. Students can share key learning with agency personnel. For more information, including information about digital badges and micro-credentialing, please visit the following web pages <http://www.buffalo.edu/interprofessional-education/education/our-educational-strategy.html>
* Students may need to work their field placement hours around their final exams. It is important to discuss this with the Field Educator at the time of interview.
* Please note that the field placement resumes before classroom instruction begins in the Spring semester.
* Be aware of SSW policy related to agency training and potential classroom conflicts: “In the rare event that a student is mandated to attend a field placement training that conflicts with a scheduled course, the instructor will consider resulting absences as excused and follow university policy (See UB SSW Student Handbook.) In such instances, students will notify the field education office or their field liaisons about the conflict.
* All field hours must be completed within the specific semester.
* \*Field Fair is traditionally for foundation students going into their Advanced Year field the next academic year choosing a placement in Erie or Niagara county.