

QUT SWHS

Bachelor of Human Services - FIRST Placement

Field Education Learning Plan & Assessment Report (LP&AR)

Social Work and Human Services Field Education Unit

Overview of Placement Milestones

Weeks	Learning Roadmap	Check
Week 1-2	<ul style="list-style-type: none"> Become familiar with your placement context (E.g. Complete Induction activities; meet people; learn about the client group and services; staff roles; and so on). 	
Week 2	<ul style="list-style-type: none"> Identify 3-5 personal or practice goals/practice areas you would like to explore over the course of the placement. Document these as overarching Learning Goals. Discuss with your Field Educator as the placement goes on and see how you are changing. 	
Week 3	<ul style="list-style-type: none"> Draft your learning strategies under each Learning Area. Review and discuss with your Field Educator/s. Send a draft of your LP&AR to your Liaison Visitor prior to meeting with them. Make a time for your Liaison Visitor and Field educator and yourself to meet approx. Week 4. 	
Week 4	<ul style="list-style-type: none"> Discuss your draft LP&AR with your Liaison Visitor at your meeting. Raise any issues/ concerns regarding your LP&AR and placement. 	
Weekly	<ul style="list-style-type: none"> Update your LP&AR, begin documenting evidence of learning and understanding of each Learning Area and linking theory to practice. Regularly discuss your progress with meeting goals, capturing evidence & discussing challenges and opportunities with your field educator/s (e.g. Make this a standard agenda item in your Supervision sessions). 	
HALFWAY 100 hrs	<ul style="list-style-type: none"> Complete the Mid Placement Checkpoint with your Field Educator/s referring to your goals and evidence to support how you are tracking. Update your LP&AR to address the gaps, achievements, etc. identified. 	
Second half of placement	<ul style="list-style-type: none"> Continue with regular reviews in supervision. Use your LP&AR to inform ongoing professional development Finalise evidence of learning as this will be critical in completing future job applications. 	
Final weeks of placement 200 hrs	<ul style="list-style-type: none"> Complete the Final Assessment of the LP&AR with your field educator/s. Upload signed LP&AR and timesheets to Blackboard for grading. 	

For more information, ideas and tips about supervising students visit www.swiss.qut.edu.au



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