

School of Social Work Field Education Letter and Acknowledgement

(June 25, 2020)

Dear Student,

The coronavirus pandemic has created unprecedented challenges we have had to face together, while also apart from one another. As we plan for learning activities outside of the traditional classroom, we remain committed to promoting the health and safety of our community. As you know, learning in a field placement setting involves certain health and safety risks, which field agencies address by practicing and teaching appropriate precautions. This letter is to inform you of your responsibilities as well as what we are doing to mitigate risk to your health and safety and to others.

VCU will take the following steps to adapt training programs to the COVID-19 environment:

1. Follow applicable government guidance, including the Governor's Amended Executive Order 65 and related orders.
2. Train students and faculty on the proper use of standard personal protective equipment (PPE) for clinical or practical training settings.

In addition to standard field orientation, you must follow these instructions in order to participate in a field placement:

1. Stay informed of, and monitor yourself daily for the symptoms of COVID-19 as defined by the Center for Disease Control (CDC)
<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>
2. Report symptoms associated with COVID-19 promptly to VCU Student Health Services
3. Review and follow CDC guidelines for protecting yourself and others,
<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>
4. Review and follow the CDC guidelines for the correct use of PPE
<https://www.cdc.gov/hai/pdfs/ppe/ppe-sequence.pdf>
5. Communicate with your Field Liaison if you notice that appropriate precautions are not in effect at your field agency. If there is a conflict between VCU guidance and your field placement protocols, contact your Field Liaison for guidance.
6. Communicate with VCU Student Health Services if you come in contact with someone suspected of or positive for COVID-19 and follow university guidance or protocols
7. Read carefully all future communications from VCU regarding updates to COVID-19 guidelines and notify your Field Liaison if you have questions or concerns about how to comply. Please reach out to the Office of Field Education if you have questions prior to your assignment of a field liaison.

These standards are essential to your academic performance and augment the [*Technical Standards and Essential Functions for Social Work Students*](#). As always, if you are unable to meet the technical standards of your field placement, you may consult with [Student Accessibility and Educational Opportunity](#) (SAEO). SAEO will work with you and your program, in an interactive process, to determine reasonable accommodations.

You have the option to postpone field education, without academic penalty; however, completion of field placement(s) may be required prior to graduation or progression within your academic program.

Please reach out to your [Student Success Advisor](#) prior to July 15th to discuss any change in your curriculum plan for delaying field placement.

Due to the nature of infectious diseases like COVID-19 and their presence in society, no physical environment is free of the risk of transmission. The rules and guidelines identified above can mitigate, but cannot eliminate, this risk.

The prevailing guidelines related to the COVID-19 pandemic are subject to change. The university and students must remain flexible and adjust as new information and developing state and federal directives require changes to guidelines and university operations.

The acknowledgement form below must be submitted via [this form](#) no later than July 15th and prior to any on-site training or paperwork completion at the field agency site.

Thank you for your professionalism, diligence, and concern for the well-being of our community.

Respectfully,



Beth Angell, PhD, MSSW

Dean and Professor, School of Social Work

Acknowledgement

By my signature and continued participation in field education, I acknowledge the following: I have read Dr. Angell's Social Work Field Education Letter (dated June 25, 2020), including the referenced guidance, and acknowledge that training in field agency settings may include risks, such as injury or illness. I am responsible for my own actions, and my failure to abide by all requirements listed above may result in my temporary or permanent removal from a field educational experience, which may impact my ability to fulfill graduation requirements. Further, the VCU Student Code of Conduct prohibits conduct that endangers the health or safety of any person, which may include failure to follow safety protocols. If I have any questions or concerns about these requirements or my ability to comply with them, I will communicate directly with the Office of Field Education before returning to field placement activities.

Printed Name _____ V# _____

Signature _____ Date _____

~ Use [this form](#) to electronically sign and upload your response.~