

PRACTICUM I APPLICATION HUMS A 295A

The Human Services Department mission is to prepare Human Service generalist through a competency based, community-oriented program encompassing classroom and practical learning opportunities.

☐ FALL SEMESTER

DEADLINE: March 31st

STUDENT INFORMATION

NAME: _____

UAA ID: _____

PHONE: _____

UA EMAIL: _____

EXPECTED DATE OF GRADUATION: _____

PRACTICUM I ELIGIBILITY

To be eligible for placement into Practicum I (HUMS A 295A) students must satisfy the UAA admissions requirements for course enrollment and must also meet the following criteria:

1. Declared Human Services major. Students must officially be admitted into the Human Services program and listed as major through the University.
2. Completed with a passing grade of 'C' or better
 - HUMS A155: Introduction to Fieldwork and Human Service Practice
 - HUMS A225: Counseling in Human Service Practice
 - WRTG A111: Written Communication Skills
3. Submission of Practicum I Application, complete with signatures and includes all required supporting documents.

PRACTICUM I INTERVIEW SHEET

Identify your current areas of interest in human services. Please select all that apply.

POPULATIONS

- | | |
|--|----------------------------------|
| <input type="checkbox"/> Adults | <input type="checkbox"/> Teens |
| <input type="checkbox"/> Women | <input type="checkbox"/> Men |
| <input type="checkbox"/> Children < 13 years old | <input type="checkbox"/> Seniors |

Other: Please list

SOCIAL ISSUES

- | | |
|---|---|
| <input type="checkbox"/> Substance Abuse | <input type="checkbox"/> Mental Health |
| <input type="checkbox"/> Criminal Justice | <input type="checkbox"/> Gender Discrimination |
| <input type="checkbox"/> At Risk Youth | <input type="checkbox"/> Child Welfare |
| <input type="checkbox"/> Homeless/Houseless | <input type="checkbox"/> Unemployment |
| <input type="checkbox"/> Developmental Disabilities | <input type="checkbox"/> Physical Disabilities |
| <input type="checkbox"/> Domestic Violence | <input type="checkbox"/> Rehabilitation and Reentry |

Other: Please list

TOP THREE AGENCY CHOICES

1. _____
2. _____
3. _____

Notes and Comments (List any other choices and comments below):

PRACTICUM INSTRUCTOR SIGNATURE:_____

DATE:_____

STUDENT INFORMATION

*The following information will assist the Practicum Coordinator in securing a suitable and fulfilling placement for you.
Any information disclosed will be treated with discretion.*

1. What are your expectations for this course and how do you hope to use this in the future?

2. Please describe past personal and/or educational experiences that will be beneficial to your completion of this course.

3. Identify your future goals and share how you think this practicum experience will help you achieve them.

BARRIER CRIMES

The Alaska Legislature has developed legislation (7AAC 10.900-7 AAC 10.990) regarding Barrier Crimes that can prevent people from working in certain areas of Human Services based on section 1128(a) of the Social Security Act (42 U.S.C. 1320- a-7). This includes selected crimes that will result in lifetime barriers to employment, while other exclude working in the field for a range from 1 year to 10 years. Some of these offenses relate to convictions for crimes that occurred after the enactment (August 21, 1996) of the Federal Health Insurance Portability and Accountability Act of 1996.

All barrier crimes do not prevent people from being employed in Human Services forever. An agency that wants to hire an individual despite their criminal background may request a variance from the State. Barrier crimes do not apply to all Human Service agencies, but to all those that bill Medicaid/Medicare, receive federal money, or who are licensed/certified to operate in Alaska. Below are the categories of crimes that could constitute a barrier employment. For a full list of crimes see 7AAC 10.905.

Permanent Barrier:

Attempt, Solicitation, and Conspiracy

5 years to Permanent:

Offense Against a Person

Offenses Against Public Health and Decency.

5 Years to 10 Years:

Controlled Substances

3 years to Permanent:

Offenses Against Family and Vulnerable Adults

1 Year to Permanent:

Offenses Against Public Administration

Offenses Against Public Order.

If you have been convicted for crimes in any of the categories listed, visit the State of Alaska Department of Health and Social Services website to see if your conviction could constitute a barrier to future employment.

DHSS: <https://dhss.alaska.gov/pages/default.aspx>

BARRIER CRIMES MATRIX: <http://dhss.alaska.gov/ocs/Documents/BarrierCrimeMatrix.pdf>

DISCLOSURE STATEMENT

Please answer each question and supply further details to questions that apply to your situation.

1. Have you ever been arrested/convicted of a crime in the State of Alaska, the Continental U.S. or its territories, and/or a foreign country as either a civilian or a member of the Armed Services?

☐ **No (N/A)** ☐ **Yes** (Please explain and supply dates.)

2. Are you currently in a treatment or transitional program?

☐ **No (N/A)** ☐ **Yes** (Please explain)

3. Are you currently on probation/parole?

☐ **No (N/A)** ☐ **Yes** (Please list the probation/parole officer's name and phone number.)

4. Have you been court adjudicated for child/elder/vulnerable adult abuse or neglect, and/or violent/assaultive behavior? (Court adjudicated means that a court has found you committed an act(s), which falls within these categories, whether the case was in criminal, civil, or family court.)

☐ **No (N/A)** ☐ **Yes** (Please explain)

5. Some agencies require staff, interns and volunteers who have experienced substance use disorders to have at least two years' sobriety before working in the organization. If this applies to you, have you met this requirement? If No, please explain.

☐ (N/A) ☐ Yes, I have met this requirement. ☐ No, I have not met this requirement

6. To be considered for placement, some agencies require staff, interns, and volunteers who have received treatment for mental health related issues to either, a) have completed their treatment at least two years prior to submitting their application or, b) provide the agency and Practicum Instructor with a written recommendation obtained from their mental health. Do either of these conditions regarding mental health apply to you?

☐ No (N/A) ☐ Yes (Please explain)

STUDENT DISCLOSURE ACKNOWLEDGMENT

By typing my signature below, I acknowledge and consent my submission to the following:

- ▶ The above information is correct and true, and I have not withheld any information.
- ▶ I acknowledge that in addition to other actions it may be duly authorized to take, UAA reserves the right of removing me from this placement and/or the degree program if it is shown that I knowingly provided incomplete, inaccurate or misleading information herein.
- ▶ I have read and understand the Barrier Crimes information contained in this application.

STUDENT SIGNATURE: _____

DATE: _____

PRACTICUM STUDENT AGREEMENT

CONSENT TO RELEASE INFORMATION

By typing my signature below, I acknowledge and consent my submission to the following:

- ▶ I hereby authorize the University of Alaska Anchorage (UAA), Department of Human Services Practicum Instructor (or their designee) to provide information to agencies interested in hosting me as a practicum student.
- ▶ I understand that this may include, but not limited to, my grade point average, courses I have taken, employment history, and criminal background information.
- ▶ I release UAA, its employees and person(s) providing the above-described reference or evaluation, from all claims and liability for damages that may result from their compliance with this request.
- ▶ This consent shall remain in effect until the end of the semester in which it is signed.

STUDENT SIGNATURE: _____

DATE: _____

ETHICAL STANDARDS CONSENT AGREEMENT

By typing my signature below, I acknowledge and consent my submission to the following:

- ▶ I have read and understand the [National Organization for Human Services Education \(NOHS\) Ethical Standards](https://www.nationalhumanservices.org/ethical-standards-for-hs-professionals) which govern this degree program and practicum placement.
- ▶ I agree to abide by these ethical standards in my practicum placement. Any and all of my questions about the standards have been answered by a Human Services faculty member.

NOHS Ethical Standards

<https://www.nationalhumanservices.org/ethical-standards-for-hs-professionals>

STUDENT SIGNATURE: _____

DATE: _____

PRACTICUM I APPLICATION CHECKLIST

- ☐ I am a declared Human Services major.
- ☐ I have completed with a grade of 'C' or higher.
 - ☐ HUMS A155
 - ☐ HUMS A225
 - ☐ WRTG A111
- ☐ I am submitting a completed application.
- ☐ Supporting Document - I have attached a cover letter to this application
- ☐ Supporting Document - I have attached a resume to this application.

SUPPORTING DOCUMENTS REQUIRED

You must include an updated resume, a cover letter that briefly states your fields of interest, and any applicable awards/certifications. Please email your supporting documents along with your completed application to the Practicum Instructor.

NEXT STEPS: SCHEDULING APPOINTMENT

Once you have fulfilled the requirements above and submitted your Practicum I Application, you are expected to **schedule an appointment with the Practicum Instructor** to discuss eligibility, review your application and examine your placement options.

To schedule your appointment with the Practicum Instructor, please contact:

PRACTICUM INSTRUCTOR

Seta Kabranian-Melkonian

Email: sbkabranian@alaska.edu

Phone: (907)786-6449

Completion of all identified requirements does not ensure admission to Practicum. The final decision to admit a student to practicum is based on the professional judgment of the Human Services practicum instructor and department faculty. A student who disagrees with the department's final decision will be referred to the standard grievance procedure outlined in the University Catalog.