**Guidelines for the Integration Reflection Narrative**

The Integration Reflection Narrative is a documentation tool: it describes what you did in the prior timeframe and demonstrates your ability to integrate your experiences with social work knowledge and theory. It documents for the people who are evaluating your work what and how you are learning in your field placement. It encourages you to be focused and thoughtful as you consider and communicate about your strengths, growth, and needs and offers a structure for self-assessment. The Integration Reflection Narrative keeps your field instructor, agency representative/supervisor, and faculty liaison informed of what you are doing so that they can then provide supervision, mentoring, and evaluation that is focused and responsive to your learning needs. **The Integration Reflection Narrative** **must be typed and submitted along with the Time Sheet per due dates outlined in the syllabus. Both of these documents must also be submitted to the field instructor and, if appropriate, the agency representative/supervisor.**

The four sections of the Integration Reflection Narrative and Time Sheet together should give a clear and specific picture of: (1) what you have done in the placement during the most recent week(s), the significance of your activities as they relate to your Learning Contract SLOs and PBs, (2) how your field placement activities relate to various elements of social work knowledge and theory, (3) the extension or follow-up of your activities in terms of future placement plans and activities, supervision needs, and personal and professional development, and (4) your ability to properly cite and include references for any and all outside sources. Your discussion in various sections of the Integration Reflection Narrative will assist you in documenting accomplishments and completion of Learning Contract objectives. Integration Reflection Narratives will be graded by your seminar instructor – see syllabus for more detail.

***Each one of your Integration Reflection Narratives needs to be organized using the following format:***

**Section 1:**

**Overview of Activities of the Week**

You may comment “See attached time sheet” if your time sheet includes sufficient detail to show what you did throughout the week. In addition, include at least a paragraph discussing the relevance of your week’s activities to the goals and objectives in your learning contract.

**Learning Contract Student Learning Outcomes (SLOs) & Practice Behaviors (PBs) addressed:**

**Section 2:**

**Integration of Activities of the Week with Social Work Theoretical Elements**

You must have at least one paragraph discussing each of the following elements, and each paragraph discussion should be tied to some social work experience during the week that you briefly describe.

**Elements:**

**A. Knowledge**

Throughout the semester it is assumed that you will be doing professional reading of journals and texts. This is the section where you refer to (and cite) theories, perspectives, models, new ideas, etc. that you have read about and relate them to some activity that you participated in or observed this week. You may refer back to knowledge and learning in your prior social work classes and describe how you now see and use that knowledge in actual practice. If you notice a discrepancy between something you have previously learned and something you observe in practice – questions and critical thinking discussions would also fit in this section. Be sure to cite any sources or personal communication cite using APA format.

**Learning Contract Student Learning Outcomes (SLOs) & Practice Behaviors (PBs) addressed:**

**B. Skills and Roles**

In the context of some social work experience you had this week, describe the social work practice skills you used or would have liked to have used. You may describe social work skills you learned about and practiced in earlier practice classes that you now were able to actually use in your own practice. You can describe strengths and/or growth needs that you identify for yourself based on some experience from this week.

**Learning Contract Student Learning Outcomes (SLOs) & Practice Behaviors (PBs) addressed:**

**C. Values**

In this section you will discuss one social work interaction you observed or thought about this week that involves values – your values, values of others, values of the social work profession, values involving diversity, religion, politics, etc. This could be a place to analyze/discuss your value conflicts. If you refer to the NASW Code of Ethics (or another source), please cite using APA format.

**Learning Contract Student Learning Outcomes (SLOs) & Practice Behaviors (PBs) addressed:**

**D. Ethics**

In this section you will discuss one social work interaction you observed or thought about this week that involves ethics. Please refer to and cite specifics from the NASW Code of Ethics (pp. 7-27) or research the Code of Ethics of another profession if that is relevant to your discussion. If an ethical dilemma has occurred, please cite the specific ethical standards in conflict. If you refer to the NASW Code of Ethics (or another source), please cite using APA format.

**Learning Contract Student Learning Outcomes (SLOs) & Practice Behaviors (PBs) addressed:**

**E. Macro: Social Policies and Issues.**

You are now immersed in a real agency world functioning within the constraints and benefits of social policies. What are some of the social policy issues that that have an impact on your agency and/or clients? Some local, state, and/or federal policy ideas to consider: welfare-to-work, mainstreaming/inclusion, deinstitutionalization, ICWA, labeling and/or profiling, etc.); agency issues such as budgetary constraints, staffing and/or personnel issues, caseload management, service delivery inconsistencies, duplication of services, etc. Newspaper articles, journals, websites, and other sources might be of assistance in completing this section; if so, be sure to cite using APA format.

**Learning Contract Student Learning Outcomes (SLOs) & Practice Behaviors (PBs) addressed:**

**F. Self care.**

Throughout the program you should have heard about and been discussing self-care and personal/professional growth and development. It is difficult, if not impossible, to be a successful social worker if one is not aware of the relationship between health (mental and physical) and effective professional behavior. In this section, please reflect on your strengths and improvement needs in your own growth and development. Share about what you did for yourself during the week, or whether you discovered a new stress management technique. If not, or if your self-care doesn’t seem to be effective, then what will you do differently in order to take care of yourself?

**Learning Contract Student Learning Outcomes (SLOs) & Practice Behaviors (PBs) addressed:**

**Section 3:**

**Follow-Up and Future Plans**

Our plans don’t always work out, and this may be due to a variety of reasons. However, it is important to reflect on this and outline what you still need to accomplish and how you will do this. In this section, please describe any follow-up plans to anything discussed above, list questions for your field instructor and/or agency representative/supervisor, report on any significant discussions that have already occurred with your supervisor, and try to lay out your activities planned for the upcoming week(s). If you are using a Supervision Agenda, you have the option of attaching it if it covers these topics.

**Section 4:**

**References**

For any article, website, journal, textbook, interview, or other external source, please use APA format to cite correctly within the body of your Learning Log, then provide the full reference in this section. If needed, consult the *Publication Manual of the American Psychological Association* (6th ed.)*.*