



## SOCW 4331: Individual Practice

### Spring 2025

#### Instructor Information

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**Instructor:**

Ericka Freeman, LCSW-S  
Associate Professor of Practice

**Office:**

College of Arts and Sciences (CAS) #152B

**Telephone Number:** 817-774-8420

**Email Address (preferred method of communication):** [efreeman@uttyler.edu](mailto:efreeman@uttyler.edu)

**Office Hours:** Tuesdays and Thursdays, 11 a.m. – 3 p.m.

(Other hours available by appointment in person or via Zoom.)

#### Course Information

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**Time and Place of Class Meetings:**

**In-Person Component: Tuesdays are in-person class meetings, 3:30- 4:50 p.m., CAS #104**

**Asynchronistic Online Component:** This means students may access the online portion of the course at any time and can complete the online assignments according to the due dates. This allows the student to properly prepare for the accompanying lab class on Thursdays, 3:30 – 4:50 p.m.

**Description of Course Content:** This course introduces students to both theory and methods for social work practice with individuals and families. It emphasizes a generalist perspective, beginning interviewing and relationship skills, problem assessment, goal setting, and contracting. Special attention is given to the common roles assumed by social workers (e.g. facilitator, broker, advocate).

**Prerequisites: SOCW 2361, SOCW 2362, SOCW 2371, SOCW 3303. Corequisite: SOCW 4132**

### **Course Overview:**

The purpose of this course is to introduce students to critical evaluation of the value base of the social work profession and basic practice concepts including interviewing, communication and problem-solving skills, theories and methodologies of social work assessment, case management and other generalist interventions at the individual and family levels in diverse settings. The course content will reflect the Council on Social Work Education's (CSWE) requirements for accreditation.

### **Social Work Course Educational Course Objectives (Competencies)**

The Council on Social Work Education requires that accredited social work programs follow the CSWE Educational Policy and Standards (EPAS) comprised of nine core competencies as follows:

1. Demonstrate Ethical and Professional Behavior
2. Advance Human Rights and Social, Economic, and Environmental Justice
3. Engage in Anti-Racism, Diversity, Equity and Inclusion (ADEI) in Practice
4. Engage in Practice-informed Research and Research-informed Practice
5. Engage in Policy Practice
6. Engage with Individuals, Families, Groups, Organizations, and Communities
7. Assess Individuals, Families, Groups, Organizations, and Communities
8. Intervene with Individuals, Families, Groups, Organizations, and Communities
9. Evaluate Practice with Individuals, Families, Groups, Organizations, and Communities

The Nine CSWE Core Competencies are the basis for the Learning Outcomes that follow.

### **Student Learning Outcomes for SOCW 4331:**

Upon successful completion of this course, students will be able to demonstrate the following outcomes as progression in the noted areas of the nine Core Competencies established by the Council on Social Work Education (EPAS 2015):

1. Demonstrate ethical decision-making capacity by applying the standards of the NASW Code of Ethics, relevant laws and regulations, models for ethical decision-making, and course related material additional to identify and address possible dilemmas and professionalism in simulated practice situations. **Core Competency 1.**
2. Use reflection and self-regulation to identify and manage personal values, biases and aspects of one's social environment in preparation for engagement with client populations. **Core Competencies 1, 2 and 6.**
3. Apply knowledge of human behavior and the social environment, person-in-

environment and other multidisciplinary theoretical frameworks to engage, assess, and intervene with clients. **Competencies 2, 4, 6-8**

4. Collect and organize data and apply critical thinking to interpret information from clients to form initial and ongoing platforms for the dynamic and interactive process of social work assessment. **Competencies 4 and 7.**
5. Demonstrate understanding of current and historical policies that affect human rights and social justice in the context of generalist social work with individuals and families. **Competencies 3 and 5**
6. Apply knowledge about evidence-informed intervention to guide and inform goal setting. **Competency 8**
7. Demonstrate knowledge of methods to evaluate outcomes of interventions, focusing on the diversity of individuals and families. **Competencies 2, 9**
8. Demonstrate use of empathy, reflection, and relationship-building skills to effectively engage clients in a simulated practice assignment. **Core Competencies 6 and 7.**
9. Apply knowledge about effective transitions and endings with individuals and families. **Core Competency 9.**
10. Demonstrate understanding of the importance of ethically negotiating, mediating, and advocating with and on behalf of diverse clients in efforts to manage barriers to change. **Core Competencies 1- 3, 7, and 8.**

#### **Required Course Reading Material:**

There is no required textbook for this course. All readings will be made available to students on Canvas through Open Education Resources (OER), UT Tyler Library E-Books or articles supplied by the instructor.

Podcasts and short videos will also be provided without cost to students.

#### **Course Reading Expectation:**

Reading assignments should be completed prior to class and will provide the basis for discussion. Students are encouraged to ask questions and make comments during lectures. Students' questions and comments provide the instructor an important assessment tool for whether readings are being completed outside of class.

#### **4132 Interviewing Techniques Lab Expectations:**

Every student enrolled in this course will also be enrolled in SOCW 4132, a 1 hour-credit dry lab in which students get to practice social work interviewing techniques via role plays with simulated clients. It is expected that students are in full attendance each week for the 1-hour lab.

#### **Descriptions of Major Assignments and Examinations:**

##### **Ethical Dilemma (30% Final Grade)**

In this assignment, students are responsible for determining an ethical course of action for handling a dilemma in an assigned scenario. Students can work alone or in pairs to utilize resource materials in class lecture, course readings, and the NASW Code of Ethics. Students will review a scenario (assigned by the instructor) and discuss what ethical principles, core values and practice principles are at play, arriving at a suggested solution. Students will submit a visual depiction of their dilemma and course of action taken via an Infographic, Canva or brief video. Additional information, instruction and rubric for this assignment will be posted in Canvas. The due date for this assignment is listed in the course schedule.

### **Biopsychosocial Assessment (30% Final Grade)**

Students will complete a biopsychosocial of an individual of their choosing. This individual must be a real person who is willing to participate. Students should make anonymous any identifying information by referring to the participating individual by initials or last name only. The assessment should not exceed 10 double-spaced pages. Students should reference examples presented in class, in the textbook Chapter 9 and the e-resources. The purpose of this assignment is for students to begin the process of conceptualizing the initial assessment process in terms of knowing: a) what is required in a biopsychosocial assessment; b) the process of interviewing and gathering information; and c) how to organize assessment information in a way that allows for making recommendations about the intervention. Additional information, instruction and rubric for this assignment will be posted in Canvas. The due date for this assignment is listed in the course schedule.

### **Texas Healthsteps Mini-Certifications (25% Final Grade)**

Students will complete four (4) assigned mini certifications related to social work practice with clients, covering topics such as motivational interviewing and client consent considerations. Each certification is delivered online through Texas Healthstesp, a free state-based learning portal. Additional information, instruction and rubric for this assignment will be posted in Canvas. The due date for each certification assignment is listed in the course schedule.

### **Activity For Attendance (15% Final Grade).**

At the beginning of each class, the instructor and students will construct study “recipe cards” tips for learning important components of direct practice with clients. These tips are not expressly covered in the course material but are vital to success in the social work profession and in the licensing exam. It is important that students arrive on time to class so they can fully participate in each class day’s activity.

**PLEASE NOTE:** Each student is allowed one absences without grade reduction penalty. Each absence after, will result in a 10-point reduction in activity for attendance grade per absence. (e.g. absence #2 = 90, absence #3=80, etc.) In addition, it is important for students to come to class prepared to take part in class. Grades will reflect accordingly.

Students who miss more than 50% of the scheduled in-person class dates will not pass the class.

### **Grading Information:**

#### **Grading:**

<b>Assignment</b>	<b>%</b>
<b>Ethical Dilemma</b>	<b>30</b>
<b>Biopsychosocial Assessment</b>	<b>30</b>
<b>Texas Health Resources Mini-Certifications</b>	<b>25</b>
<b>Activity for Attendance</b>	<b>15</b>
<b>Total</b>	<b>100</b>

All written assignments must be grammatically correct using APA style. Assignments with many grammatical errors, misspellings, and/or evidence of plagiarism or incorrect use of AI will not receive a satisfactory grade. All written assignments will be due on the date listed on the course schedule.

Ten percent will be deducted for late assignments. No assignment will be accepted after five days late.

- 90 – 100 =A
- 80 - 89.9 =B
- 70 –79.9 =C
- 60 - 69.9 =D
- Below 60 =F

Late Assignments:

Late assignments are strongly discouraged. There will be a 10 percent (total) deduction for each late assignment. No assignment will be accepted after 5 days following the due date.

It is the student's responsibility to ensure that work is completed on time and submitted correctly.

Expectations for Out-of-Class Study:

Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional 9 hours per week of their own time in course-related activities, including reading required materials, completing assignments, preparing for quizzes, etc.

Attendance:

Engaged and timely participation in all assignments constitutes "attendance" for purposes of this course. The Census Date for the semester is January 27, 2025. This is the last day students may withdraw from the course without penalty.

**Course Schedule**

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As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course. Any changes will be communicated in a timely manner through UT Tyler email and announcement(s) in Canvas.

We will meet each Tuesday, face-to-face. **Unless otherwise indicated, assignments are due on Sundays, end of day, 11:59 p.m. (Stroke before midnight).**

Module	Face-To-Face Class Dates	Topics	Required Readings/ Activities	Assignments Due
Getting Started	Januay 14	Course Overview	Syllabus & Assignments	

1	January 21	Ethical Practice	<p>“Ethical Issues in Social Work”</p> <p>“Intergrating Values into Social Work Practice”</p> <p>NASW Social Work Code of Ethics</p>	
2	January 28	Preparing	Podcast or YouTube Video: “Absorbing Emotions”	
3	February 4	Engaging	“Developing the Relationship”	Ethical Dilemma Assignment
4	February 11	Beginner Interviewing Skills: Verbal and Non-Verbal Communication	Keys to Communication: Ch 3, 4	
5	Feb 18	Beginner Interviewing Skills: Listening	Keys to Communication: Ch 5	<b>Due:</b> Texas Healthsteps: Teen Consent And Confidentiality
6	Feb 25	Beginner Interviewing Skills: Cultural Considerations	Keys to Communication: Ch 6, 7	
7	March 4	Assessing:	Hepworth Ch 8 Courneyor Ch 10	Due: Texas Healthsteps: Food and Housing Screening
8	March 11	Assessing:	Hepworth Ch 9	
	March 18	Spring Break		<b>Enjoy your Spring Break!</b>
9	March 25	Advanced Interviewing Skills: Motivational Interviewing	“Motivational Interviewing”	Due: Texas Health Steps CE: Motivational Interviewing
10	April 8	Contracting with Clients	<p>“Developing Therapeutic Contracts with Clients”</p> <p>“Developing Goals”</p>	
11	April 15	Intervening: Crisis Intervention	“Crisis Intervention with Clients”	<b>Due: Biopsychosocial Assessment</b>

12	April 22	Intervening: Social Work Case Management	"Social Work Case Management"	<b>Due: Texas Healthsteps: Case Management Services</b>
13	April 29	Terminating the Helping Relationship	"Terminating with Clients"	

## University Policies and Information

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### Withdrawing from Class

Students may withdraw (drop) from this course using the Withdrawal Portal. Withdrawing (dropping) this course can impact your Financial Aid, Scholarships, Veteran Benefits, Exemptions, Waivers, International Student Status, housing, and degree progress. Please speak with your instructors, consider your options, speak with your advisor, and visit the One-Stop Service Center (STE 230) or email [enroll@uttyler.edu](mailto:enroll@uttyler.edu) to get a complete review of your student account and the possible impacts to withdrawing. We want you to make an informed decision. UT Tyler faculty and staff are here for you and often can provide additional support options or assistance. Make sure to carefully read the implications for withdrawing from a course and the instructions on using the Withdrawal portal.

Texas law prohibits students from dropping more than six courses during their entire undergraduate career\*. The six courses dropped includes those from other 2-year or 4-year Texas public colleges and universities. Consider the impact withdrawing from this class has on your academic progress and other areas, such as financial implications. We encourage you to consult your advisor(s) and Enrollment Services for additional guidance.

*CAUTION #1: Withdrawing before census day does not mean you get a full refund. Please see the Tuition and Fee Refund Schedule. CAUTION #2: All international students must check with the Office of International Programs before withdrawing. All international students are required to enroll full-time for fall and spring terms. CAUTION #3: All UT Tyler Athletes must check with the Athletic Academic Coordinator before withdrawing from a course. CAUTION #4: All veterans or military-affiliated students should consult with the Military and Veterans Success Center. \* Students who began college for the first time before 2007 are exempt from this law.*

### Artificial Intelligence (AI) Statement

UT Tyler is committed to exploring and using artificial intelligence (AI) tools as appropriate for the discipline and task undertaken. We encourage discussing AI tools' ethical, societal, philosophical, and disciplinary implications. All uses of AI should be acknowledged as this aligns with our commitment to honor and integrity, as noted in UT Tyler's Honor Code. Faculty and students must not use protected information, data, or copyrighted materials when using any AI tool. Additionally, users should be aware that AI tools rely on predictive models to generate content that may appear correct but is sometimes shown to be incomplete, inaccurate, taken without attribution from other sources, and/or biased. Consequently, an AI tool should not be considered a substitute for traditional approaches to research. You are ultimately responsible for the quality and content of the information you submit. Misusing AI tools that violate the guidelines specified for this course is considered a breach of academic integrity. The student will be subject to disciplinary actions as outlined in UT Tyler's Academic Integrity Policy.

Professor Freeman expects all work students submit for this course to be their own. She has carefully designed all assignments and class activities to support your learning. Doing your own work, with optional and appropriate use of artificial intelligence assistance as allowed on specific assignments, is best for your efforts in mastering course learning objectives. For this course, Professor Freeman expressly allows using ChatGPT or any other artificial intelligence (AI) tools for only certain portions of the course work process. Deviations from these guidelines will be considered a violation of UT Tyler's Honor Code and academic honesty values.

### **AI For this course, SOCW 4331:**

AI is permitted for the following course material/assignments only:

- Assisting with Ethical Dilemma.
- Assisting with clarification of Biopsychosocial

AI is NOT permitted for any written assignment, such as ethical dilemma summary, biopsychosocial writing or summaries of mini-certificaiton. Using AI for written submissions will result in a failing grade for the assignment.

### **Final Exam Policy**

Final examinations are administered as scheduled. If unusual circumstances require that special arrangements be made for an individual student or class, the Dean of the appropriate college, after consultation with the faculty member involved, may authorize an exception to the schedule. Faculty members must maintain student final examination papers for a minimum of three months following the examination date.

### **Incomplete Grade Policy**

If a student, because of extenuating circumstances, is unable to complete all of the requirements for a course by the end of the semester, then the instructor may recommend an Incomplete (I) for the course. The "I" may be assigned in place of a grade only when all of the following conditions are met: (a) the student has been making satisfactory progress in the course; (b) the student is unable to complete all coursework or final exam due to unusual circumstances that are beyond personal control and are acceptable to the instructor, and (c) the student presents these reasons before the time that the final grade roster is due. The semester credit hours for an Incomplete will not be used to calculate the grade point average. The student and the instructor must submit an Incomplete Form detailing the work required and the time by which the work must be completed to their respective department chair or college dean for approval. The time limit established must not exceed one year. Should the student fail to meet all of the work for the course within the time limit, then the instructor may assign zeros to the unfinished work, compute the course average for the student, and assign the appropriate grade. If a grade has yet to be assigned within one year, then the Incomplete will be changed to an F, or NC. If the course was initially taken under the CR/NC grading basis, this may adversely affect the student's academic standing.

### **Grade Appeal Policy**

Disputes regarding grades must be initiated within sixty (60) days from the date of receiving the final course grade by filing a Grade Appeal Form with the instructor who assigned the grade. A grade appeal should be used when the student thinks the final course grade awarded does not reflect the grades earned on assessments or follow the grading scale as documented in the syllabus. The student should provide the rationale for the grade appeal and attach supporting document about the



grades earned. The form should be sent via email to the faculty member who assigned the grade. The faculty member reviews the 08/2024 rationale and supporting documentation and completes the instruction section of the form. The instructor should return the form to the student, even if a grade change is made at this level. If the student is not satisfied with the decision, the student may appeal in writing to the Chairperson of the department from which the grade was issued. In situations where there is an allegation of capricious grading, discrimination, or unlawful actions, appeals may go beyond the Chairperson to the Dean or the Dean's designee of the college from which the grade was issued, with that decision being final. The Grade Appeal form is found in the [Registrar's Form Library](#).

NOTE: The Grade Appeal Form is different from the Application for Appeal form submitted to the Student Appeals Committee, which does not rule on grade disputes as described in this policy.

### **Disability/Accessibility Services**

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA), the University of Texas at Tyler offers accommodations to students with learning, physical, and/or psychological disabilities. If you have a disability, including a non-visible diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or a history of modifications or accommodations in a previous educational environment, you are encouraged to visit <https://hood.accessiblelearning.com/UTTyler/> and fill out the New Student application. The Student Accessibility and Resources (SAR) office will contact you when your application has been submitted and an appointment with the Assistant Director Student Accessibility and Resources/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at <https://www.uttyler.edu/disability-services>, the SAR office located in the Robert Muntz Library, LIB 460, email [saroffice@uttyler.edu](mailto:saroffice@uttyler.edu), or call 903.566.7079."

### **Military Affiliated Students**

UT Tyler honors the service and sacrifices of our military-affiliated students. If you are a student who is a veteran, on active duty, in the reserves or National Guard, or a military spouse or dependent, please stay in contact with your faculty member if any aspect of your present or prior service or family situation makes it difficult for you to fulfill the requirements of a course or creates disruption in your academic progress. It is important to make your faculty member aware of any complications as far in advance as possible. Your faculty member is willing to work with you and, if needed, put you in contact with university staff who are trained to assist you. The Military and Veterans Success Center (MVSC) has campus resources for military-affiliated students. The MVSC can be reached at [MVSC@uttyler.edu](mailto:MVSC@uttyler.edu) or via phone at 903.565.5972.

**Students on an F-1 Visa** To remain in compliance with Federal Regulations requirements you must do the following:

- Traditional face-to-face classes: Attend classes on the regular meeting days/times.
- Hybrid Classes: Attend all face-to-face classes convened by the instructor according to the schedule set for your specific course.
- Online course: Only one online course can count toward your full-time enrollment. Students are expected to be fully engaged and meet all requirements for the online course.

### **Academic Honesty and Academic Misconduct**

The UT Tyler community comes together to pledge that "Honor and integrity will not allow me to lie, cheat, or steal, nor to accept the actions of those who do." Therefore, we enforce the Student Conduct and Discipline policy in the Student Manual Of Operating Procedures (Section 8).

## **FERPA**

UT Tyler follows the Family Educational Rights and Privacy Act (FERPA) as noted in University Policy 5.2.3. The course instructor will follow all requirements to protect your confidential information.

## **Absence for Official University Events or Activities**

This course follows the practices related to Excused Absences for University Events or Activities as noted in the Catalog.

## **Absence for Religious Holidays**

This course follows the practices related to Excused Absences for Religious Holy Days as noted in the Catalog.

## **Absence for Pregnant Students**

This course follows the requirements of Texas Laws SB 412, SB 459, SB 597/HB 1361 to meet the needs of pregnant and parenting students. Part of the supports afforded pregnant students includes excused absences. Faculty who are informed by a student of needing this support should make a referral to the Parenting Student Liaison. NOTE: Students must work with the Parenting Student Liaison in order to receive these supports. Students should reach out to the Parenting Student Liaison at [parents@uttyler.edu](mailto:parents@uttyler.edu) and also complete the [Pregnant and Parenting Self-Reporting Form](#)

## **Campus Carry**

We respect the right and privacy of students who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>.

## **Student Resources**

For a complete listing of all student resources available at UT Tyler, please visit this link in our course's Canvas:

<https://uttyler.instructure.com/courses/36804/pages/student-resources>

