

# Practicum 1 SWK4701H

## Matching Process

October 19 and 20, 2022

# Acknowledgement of Traditional Land

*The sacred land on which the University of Toronto operates has been a site of human activity for 15,000 years. This land is the territory of the Huron-Wendat and Petun First Nations, the Seneca, and most recently, the Mississaugas of the Credit River. The territory was the subject of the Dish With One Spoon Wampum Belt Covenant, an agreement between the Haudenosaunee and the Ojibwe and allied nations to peaceably share and care for the resources around the Great Lakes.*



# Practicum Office

- Eileen McKee - Assistant Dean, Field Education  
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- Alexi Sparaggis - Practicum Coordinator  
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# Practicum 1 is:

- a foundation social work learning opportunity to acquire skills, values and knowledge required to enter the profession.
- The opportunity for students to integrate Theory and Practice (ITP)
- vetted to provide the competencies established by the FIFSW and the accrediting body, the Canadian Association for Social Work Education (CASWE)



# Practicum 1

- Commences January 11, 2023
  - Deferrals to summer 2023 will only be accepted in emergency or extreme cases. An application is required and can be found on the Practicum website, under Students > Forms.
  - Spring/summer 2023 practicum protocol will be communicated in January 2023.



# Time Requirement

- 469 hours (67 days):
  - 7 hours/day
  - January 11 – June 2, 2023
    - January 11 - April 7: 3 days/week: Wednesday, Thursday and Friday
    - April 11 – June 2: 4 days/week: Tuesday, Wednesday, Thursday, Friday
    - Cannot impact Monday and Tuesday classes
  - No practicum in Reading Week (Feb 20-24, 2023)

# Practicum Options

- The Practicum Administration System (PAS) is the primary mode of assigning students (description follows)
- The following five alternate practicum matching options are also available:



# Alternatives

1. Employment / volunteer: application on Practicum website under 'For students' > 'Forms'
2. Off the PAS: competitive or located outside GTA; listed on *Practicum > Students > Practicum Opportunities*
3. In your home community: Contact Practicum Office
4. In critical or extreme circumstances, summer 2023.  
Application on Practicum website: 'For students' > 'Forms'.
5. Personal circumstances for which the Practicum Office may be a support





# Alternatives

You will not participate in the PAS process if:

- you are accepted for a deferral, competitive, or outside-the-GTA practicum
- you secure a practicum in your place of work/volunteer, or your home community (consult with the Practicum Office first)

If your alternate practicum does not work out, the Practicum Office will work with you.



# Practicum Administration System (PAS)

- A practicum-specific data base (separate from ACORN)
- Used by the Practicum Office to:
  - Post descriptions of available practicums (field instructor manages descriptions)
  - Match students with practicums
  - Maintain student, Field Instructor and practicum records
- Used by students to:
  - View available practicum descriptions
  - Submit practicum choices
  - Submit midterm and final practicum self-evaluations

# Practicum Administration System

## PAS

- Used by Field Instructors to:
  - Post and edit practicum descriptions
  - Submit midterm and final practicum evaluations
  - This is a dynamic tool. Field instructors are responsible for providing accurate information for students to view
- Used by Faculty-Field Liaisons and Education Coordinators to:
  - Review midterm and final evaluations



# Logging onto the PAS



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Student Home

**FACTOR-INWENTASH**  
FACULTY OF SOCIAL WORK  
Practicum Administration System

Welcome to the Faculty of Social Work Practicum Administration System

Please login:

Username:  (Please use your email address as username.)

Password:

[\[retrieve / forgot your password?\]](#)

- Link: <https://socialwork.utoronto.ca/practicum/practicum-administration-system/>
- Click on “Students”
- Your UofT email address is your username
- Click on “retrieve/forgot your password?” to receive a temporary password



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## PRACTICUM UNITS

All of the practicums listed below have **PLACEMENTS AVAILABLE**.  
Practicums whose placements are no longer available will disappear from this list .

filter by:

all categories ▾

Use the arrows to navigate through the listings.



Title	Academic Year	Practicum Year	City	Category	Format
<a href="#">Abbaszadeh Ross &amp; Assoc. Psychotherapy - Leila Abbaszadeh and David Ross (In Toronto) -NEW-</a>	2022-2023	Year 1		Category A	Flexible: in-person or remote as appropriate
<a href="#">Access Alliance Multicultural Health and Community Services, Research and Evaluation - Christen Kong and Akm Alamgir (In Toronto) -UPDATED-</a>	2022-2023	Year 1		Category B	In-person
<a href="#">The ADHD Clinic - Rubaba Ansari and Rob Wachter (In Toronto)</a>	2022-2023	Year 1		Category A	Flexible: in-person or remote as appropriate
<a href="#">Alexandra Park Coop - Ruth Warner (In Toronto) -UPDATED-</a>	2022-2023	Year 1		Category A	Flexible: in-person or remote as appropriate
<a href="#">Alli Therapy - Megan Gasparotto (In Toronto) -UPDATED-</a>	2022-2023	Year 1		Category A	Remote
<a href="#">Alli Therapy - Naomi Levine (In Toronto) -UPDATED-</a>	2022-2023	Year 1		Category A	Remote
<a href="#">Alli Therapy - Norette Rene-Gougeon (In Toronto) -UPDATED-</a>	2022-2023	Year 1		Category A	Remote
<a href="#">Alzheimer Society of York Region - Cassandra Calbert (In Toronto) -NEW-</a>	2022-2023	Year 1		Category A	Undeclared
<a href="#">Big Brothers Big Sisters Toronto - Barbro Boungou and Alexandra Clifford (In Toronto) -UPDATED-</a>	2022-2023	Year 1		Category A	Flexible: in-person or remote as appropriate
<a href="#">Big Brothers Big Sisters Toronto - Cherie Ann Pereira and Alexandra Clifford (In Toronto) -UPDATED-</a>	2022-2023	Year 1		Category A	Flexible: in-person or

- Click on “Practicum Units” to see all the available January 2023 practicums
- Click on the practicum title (blue) to get a detailed description



# PAS Practicum Description

- Description of organization, populations served, services offered, activities/tasks in practicum
- Remote or in-person (current at the time the PAS opens to view). This may change.
- Location (if in-person)
- Requirements (immunizations, language, experience, evening hours, own car, etc.)

[Student Home](#)[My Profile](#)[Practicum Units](#)[Request for  
Interviews \(Form A\)](#)[Logout](#)**PRACTICUM DETAILS**[Back to Practicum Index](#)**Access Alliance Multicultural Health and Community Services, Research and Evaluation - Christen Kong and Akm Alamgir**

**Practicum Title:** Access Alliance Multicultural Health and Community Services, Research and Evaluation - Christen Kong and Akm Alamgir

**Last Updated:** 2022-10-04 11:54:24

**Practicum Year** Year 1

**Academic Year** 2022-2023

**Agency Name:** Access Alliance Multicultural Health and Community Services

**Note: Field instructors are responsible for completing the practicum details.**

**Practicum Unit/Department:** Community Based Research and Evaluation

**Practicum Location:** 340 College St., Suite. 500, Toronto, ON, M5T 3A9  
Intersection College and Spadina, accessible by Public Transit.

**In Toronto?** Yes

**Practicum in the *Indigenous Trauma and Resiliency* field:** No

**Education Coordinator:** None assigned for this agency.

**This is a supportive practicum for all (LGBTQ+ and BIPOC) individuals.** Yes

**Practicum Format: (due to COVID-19 and resulting guidelines from the University and partner organizations, arrangements for In-Person attendance may change.)** In-person only  
**Details:** Please be advised that our organization requires all staff, students, and volunteers to be fully vaccinated. Proof of vaccination can be obtained from the Ministry site. Access Alliance continues to implement masks requirements, social distancing and proof of vaccine for all in-person placement students or staff.

**Practicum Settings:** Mix of Direct and Indirect

**Specific requirements for the placement:** **Note: the FIFSW immunization form is required for all PHA sites.**  
Police Reference/Vulnerable Sector Check  
Comfort working with the population being served  
Comprehensive report writing and documentation  
Lived experience/Current member of the community being served  
Evening attendance  
Language (specify in field below)  
Others/specifications:  
Asset, but not required: Able to speak Amharic, Tigrinya, Arabic, Bengali, Spanish, Dari, and Pushto.

**Category:** Category B





**Description of centre, population served & services offered.**

Access Alliance Multicultural Health and Community Services (Access Alliance) provides services and addresses system inequities to improve health outcomes for the most vulnerable immigrants, refugees, and their communities. Visit: <https://accessalliance.ca/about-us/>

Access Alliance Clients: Most of our clients have recently come to Canada as immigrants and refugees. They are a highly diverse group of people in terms of their countries of origin, their ethnocultural backgrounds, the languages they speak and the circumstances under which they have immigrated to Canada.

The placement student will work on tasks to support the following project: HEAL - Hubs for Expressive Arts for Life will work with peer researchers, community members as well as academic and community organization partners to implement HEAL, an inter-sectoral, creative, culturally safe, multi-pronged capacity enriching project. This co-design, mixed method, community based participation action research is focused on vulnerable newcomer populations who are survivors or at risk of, domestic violence in the City of Toronto. The team will develop expressive arts interventions and identify promising or best practices to address the trauma-informed health impacts of family violence and to improve participants' physical and mental wellbeing.

**Student activities to develop social work competencies**

Conduct intake/needs assessments
Provide resource and referral information
Develop, promote, plan and/or (co)facilitate educational groups or workshops
Apply best practices as outlined by the organization
Attend staff/administrative meetings
Collaborate on organization's projects
Attend in-service events
Consult and collaborate with professionals from other disciplines
Advocate for the client system
Evaluate social work interventions
Collect and/or analyze data
Prepare draft policy/program/grant proposals
Contribute to research and other organizational initiatives
Develop skills in cross-cultural/spiritual competence
Develop, plan and implement prevention activities and programs

**Agency falls under the Public Hospitals Act:** No

**Rotational:** No

**Field Instructor 1: Akm Alamgir**

The field instructor, or their designate, is responsible for the supervision of their assigned student. Phone: 416 - 760 - 2815 Email: [aalamgir@accessalliance.ca](mailto:aalamgir@accessalliance.ca)

**Field Instructor 2: Christen Kong**

The field instructor, or their designate, is responsible for the supervision of their assigned student. Phone: 647 - 914 - 4254 Email: [ckong@accessalliance.ca](mailto:ckong@accessalliance.ca)

Expect that practicum settings will require a recent completed police and vulnerable sector check.

The field practicum is an integral part of the program. As necessary to support and evaluate your progress in the program we may share information with agency representatives including your field instructor, field liaison, or educational coordinator.

Students registered with University of Toronto Accessibility Services may receive appropriate accommodations for practicum settings.

To register:  
<http://www.studentlife.utoronto.ca/as>  
455 Spadina Ave., Suite 400  
416-978-8060





# PAS Matching Process Overview

The PAS displays all practicums available that are not alternate practicum options.

- Read all practicum descriptions paying careful attention to requirements
- Select 10 practicums on Form A
- Submit Form A on the PAS. Submission schedule will be emailed to you and posted on website
- Practicum Office runs the computer program
- Results: 1 interview/practicum match which is your **confirmed practicum**; displayed on your PAS profile



# PAS Matching Schedule

- Wednesday November 2, 2022, 12:00 noon: PAS opens for viewing Practicum 1 options
- Tuesday November 8, 2022, 9:00am: Form A due
- Monday November 14, 2022, 12:00 noon: Practicum matches viewable on PAS
- Wednesday November 16, 12:00 noon: Practicum trade deadline



# Form A

- Select 10 practicums (not ranked) on Form A by category:
  - Three from Category A (specialized)
  - Three from Category B (community-based)
  - Three from Category C (health care/hospitals)
  - One from any category
- The PAS will not accept less than 10 choices
- There is no benefit to submitting early. All Form As are considered on the final date/time, after which no submission will be permitted
- You can resubmit Form A as many times as you wish before the deadline
- The Practicum Office will email and post the matching schedule on the FIFSW website





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### STUDENT REQUEST FOR PRACTICUM INTERVIEWS (FORM A)

Due: 9:00 am, November 8, 2022

#### PLEASE COMPLETE THE FOLLOWING INFORMATION

Using the drop-down menus below, select 10 practicums where you would like to interview for your year 1 practicum. Choosing more than one practicum at the same organization is allowed.

Practicums selected by ten or more students will be identified with the tag "[\*\*POPULAR\*\*]". While the number of requests any practicum receives will change often before the due date, there is no limit to the number of students who can request an interview.

You may re-submit Form A any number of times before 9:00 am, November 8, 2022. Fewer than 10 selections on Form A will not be accepted.

Category A:	-- click for drop down menu--	▼
Category A:	-- click for drop down menu--	▼
Category A:	-- click for drop down menu--	▼
Category B:	-- click for drop down menu--	▼
Category B:	-- click for drop down menu--	▼
Category B:	-- click for drop down menu--	▼
Category C:	-- click for drop down menu--	▼
Category C:	-- click for drop down menu--	▼
Category C:	-- click for drop down menu--	▼
Any category:	-- click for drop down menu--	▼



# How the PAS Works

- RED will pop up on the practicum when 10 students have submitted the same = in demand
- Practicums are added and withdrawn by organizations throughout. “UPDATED”, “NEW” practicums will be displayed in red
- Form A can be submitted as many times as you wish before the final submission date.
- If a student is matched with a public hospital in the GTA for Practicum 1 SWK4701, they cannot select a public hospital in the GTA for Practicum 2 SWK4702.



# PHA Requirements

Students whose practicum is in a healthcare facility under the Public Hospitals Act PHA:

- Must submit a complete UofT Immunization Form to FIFSW contracted RN Esther Koven for approval
- Failure to be in compliance may delay or cancel a practicum



# Possible fees

Costs may be associated with requirements.

For example:

- TB test or health care provider completing FIFSW immunization form
- N95 Mask Fitting - approximately \$40.00
- Vulnerable Sector Screening (in Toronto) - \$20.00 mailed to Toronto Police Services - cheque or money order
- Vulnerable sector screening in other jurisdictions: Practicum Office will write a letter if required by police services
- Parking, Public transit costs



# How the PAS works

- The PAS computer algorithm matches as many students as possible with one of their Form A choices
- Some students will not be matched in the first round. **This is not uncommon.**
- If you are not matched with an interview/practicum in the first round, the Practicum Office will contact you with next steps.



# How the PAS works

- One interview match will be displayed on your PAS profile page
- Field instructor sees their match as well
- Email your field instructor(s) to request an interview; obtain details re: in-person or remote



# Ongoing Support

- From time to time, field instructor's commitment cannot be fulfilled due to circumstances like change in employment. The Practicum Office will work with you until you are matched with a field instructor.



Email: catconnochie@gmail.com

Year in Degree: Year 1

Field: --not set--

Profile is Active: yes

#### Requested Interviews

[request interviews](#)

Abbaszadeh Ross & Assoc. Psychotherapy - Leila  
Abbaszadeh and David Ross  
Leila Abbaszadeh  
David Ross

The ADHD Clinic - Rubaba Ansari and Rob Wachter  
Rubaba Ansari  
Rob Wachter

Alli Therapy - Naomi Levine  
Megan Gasparotto

For a Safer Space - Yujia (Katherine) Zhu  
Yujia (Katherine) Zhu

Parents of Black Children, Child Welfare - Josie Rose  
Josie Rose

Midaynta Community Services - Hibaq Warsame and Sneha  
Abraham  
Sneha Abraham  
Hibaq Warsame

Sunnybrook Health Sciences Centre - Tom Nguyen and  
Rachel Samuel  
Tom Nguyen  
Rachel Samuel

Sunnybrook Health Sciences Centre ROTATIONAL - Jenn  
Bottoms, Laura Scrafield and Meg Fraser  
Jennifer Bottoms  
Meg Fraser  
Laura Scrafield

Sunnybrook Health Sciences Centre and St. John's Rehab -  
Inna Panteleev and Sharron Ferdinand ROTATIONAL  
Inna Panteleev  
Sharron Ferdinand

Centre for Addiction and Mental Health - Esther Yoo-Parlan  
Esther Yoo-Parlan

#### Placement Info

Your practicum placement is: **The ADHD Clinic - Rubaba Ansari and Rob Wachter,  
Year 1, 2022-2023**

# The Interviews

- may vary between organizations – from informal/casual to highly structured.
- You may be asked to:
  - talk about your undergraduate experience, volunteer/work experience;
  - respond to case scenarios;
  - write sample case notes or process recordings;
  - meet with the entire team, etc.



# The Interviews

- Be prepared and knowledgeable about the organization.
- Ask Field Instructors if they wish to receive a cover letter/resume ahead of time
- Think about the social work competencies you wish to develop



# Post Interview

- If you have concerns after the interview, contact the Practicum Office immediately.
- Field instructors may also provide feedback to the Practicum Office in confidence



# Accessibility Services

- If accommodations are required, you must register with U of T's Accessibility Office.
- Please notify the Practicum Office as early as possible.



# International Students

- Centre for International Experience (CIE)
- <http://www.studentlife.utoronto.ca/cie/outbound-apply>.
- International students are required to have been approved for a study permit and co-op work permit. If you have specific questions or concerns you can email the University's [\*\*Centre for International Experience\*\*](mailto:isa.cie@utoronto.ca) ([isa.cie@utoronto.ca](mailto:isa.cie@utoronto.ca)) and one of the immigration advisors can talk to you about your specific situation





# Please Note

- Please do not initiate personal or informal arrangements with any social work agencies. This can jeopardize FFSW's relationship with the agency.
- If you would like to inquire about a possible practicum site, please email one of our Practicum Coordinators. We are pleased to discuss all possible practicum opportunities.



# Faculty-Field Liaison (FFL)

- Your assigned FFL is your “go to” person
- Student-FFL meetings occur online throughout the academic year (approximately four group meetings).
- Your FFL will be on your PAS profile. Meeting dates are on the FIFSW website (Schedules > Student Meetings and Workshops)
- Attendance is expected

# How to Get Information

- Contact anyone in the Practicum Office
- FIFSW Website: For Students:
  - Practicum Schedule and *Off-the-PAS*” practicums
  - FAQs
  - Critical Information for Students
- Practicum Manual
- Emails from the Practicum Office, Associate Dean and Dean’s offices



# Questions

