

**THE UNIVERSITY OF OKLAHOMA SCHOOL OF SOCIAL WORK
PRACTICUM PROGRAM**

Possible Site-Specific Requirements

Students should be informed that their specific site may have additional requirements with which they must comply in order to complete a placement at that site. Students must take responsibility for learning from the site the nature of the requirements and completing them in a timely manner. Students are responsible for any additional costs incurred due to requirements of the site. The OUSSW Practicum Program can assist in finding resources needed to meet requirements. Should a student have concerns about the merits of a requirement of the site and that requirement is not listed below or on the Medical Site Requirement Checklist, the student should contact the Practicum Office on his or her campus.

Non-traditional working hours or conditions, on-call expectations, caseload, holiday coverage, dress code, travel

Adherence to a specific orientation schedule

Early start to placement due to orientation requirements or need for coverage

Immunizations, T.B. testing, drug testing, provision of other personal medical information

Pre-practicum training, such as CPR, HIPAA

OSBI, FBI, or other background checks. OU and the OUSSW do not conduct background checks. Some practicum sites initiate the background check process and others require the student to initiate. Some cover the cost and others do not. All background checks carry a cost and those other than OSBI may be expensive.

Provision of undergraduate transcript

Verification of professional malpractice liability insurance

Provision of a copy of your driver's license

Proof of automobile insurance

Additional insurance, such as medical

Transporting of clients

Safety training

Parking permit at student's expense

Unofficial duties such as running errands, making coffee, shoveling snow

Professional appearance (dress code, no visible tattoos or piercings, limits on hair coloring, etc.)

Limits on tobacco use

Official name tag or badge