THE UNIVERSITY OF OKLAHOMA SCHOOL OF SOCIAL WORK
FIELD EDUCATION 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
Medical Site Requirement Checklist for Students

All medical sites will require additional tests and verifications prior to student placement. It is the responsibility of the student, not the OUSSW or site, to assure that all additional requirements are met prior to beginning the internship. Listed below are the requirements of most medical sites where the OUSSW places students. Check with your site to learn what additional requirements will apply to you.

You will be expected to provide proof of immunity to the following illnesses:

_____ Hepatitis B, usually assured through a complete Hep B series of three shots; some sites will accept a titer and some will exempt a student from this requirement if the student will sign a waiver

_____ Measles, mumps, and rubella through either a series of 2 MMR vaccinations or positive titers; in some sites you may be exempt if born before 1957

_____ Varicella (chicken pox) through a series of 2 vaccinations; in some sites, written verification of varicella history or varicella titer may be accepted

_____ Diphtheria, pertussis, and tetanus (DPT or TD) vaccination within the last 10 years

You may also be expected to provide verification of the following:

_____ Negative PPD (TB) or chest X-ray within the last 12 months

_____ Criminal background check within 2 months of placement

_____ CPR training

_____ HIPAA training

_____ Proof of individual malpractice liability insurance

In addition, some medical sites require the following:

_____ Proof of personal medical insurance

_____ Basic Life Safety training certification

_____ Bloodborne pathogen training

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