



## **Social Work Eligibility Requirements and Essential Functions**

In order to acquire the knowledge and skills requisite to social work practice, to function in a broad variety of generalist settings, and to render a wide spectrum of client services, individuals must have skills and attributes in the following areas. These skills enable a student to meet undergraduate and professional requirements as measured by CSWE certification. Many of these skills can be learned and developed during the course of study through coursework and field experience.

### **COMMUNICATION**

A student must possess adequate communication skills to:

- Communicate proficiently in both oral and written English language.
- Possess reading and writing skills sufficient to meet curricular and clinical demands.
- Perceive and demonstrate appropriate non-verbal communication for culture and context.
- Modify communication style to meet the communication needs of clients, caregivers, and other persons served.
- Communicate professionally and intelligibly with clients, colleagues, other healthcare professionals, and community or professional groups.
- Communicate professionally, effectively, and legibly on client documentation, reports, and scholarly papers required as a part of course work and professional practice.
- Convey information accurately with relevance and cultural sensitivity.

### **PHYSICAL EXPECTATIONS**

A student must possess adequate skills to:

- Sustain necessary physical activity level in required classroom and clinical activities.
- Access transportation to clinical and academic placements.
- Access technology for clinical management (i.e., billing, charting, therapy programs, etc.).

### **INTELLECTUAL/COGNITIVE**

A student must possess adequate intellectual and cognitive skills to:

- Comprehend, retain, integrate synthesize, infer, evaluate and apply written and verbal information sufficient to meet curricular and field placement expectations.
- Solve problems, reason, and make good judgments in client care and treatment plan and implementation.

- Self-evaluate, identify, and communicate limits of one's own knowledge and skill to appropriate professional level and be able to identify and utilize resources in order to increase knowledge.
- Utilize detailed written and verbal instruction in order to make unique and dependent decisions.

**BEHAVIORAL/SOCIAL**

A student must possess adequate behavioral and social attributes to:

- Display mature empathetic and effective professional relationships by exhibiting compassion, integrity, and concerns for others.
- Recognize and show respect for individuals with disabilities and for individuals of different ages, genders, race, religions, sexual orientation, and cultural and socioeconomic backgrounds.
- Conduct oneself in an ethical and legal manner, upholding the NASW Code of Ethics and CSWE competencies.
- Maintain general good physical and mental health and self-care in order not to jeopardize the health and safety of self and others in the academic and clinical setting.
- Adapt to changing and demanding environments (which includes maintaining both professional demeanor and emotional health).
- Manage the use of time effectively to complete professional and technical tasks within realistic time constraints.
- Accept appropriate suggestions and constructive criticism and respond by modification of behaviors.
- Dress appropriately and professionally.
- Abstain from drug use and be able pass a criminal background check, child protective service background check and DMV records check.

**Essential Functions Statement**

**ALL STUDENTS- PLEASE SIGN THE STATEMENT BELOW**

I declare that I have and understand the attached description of Eligibility Requirements and Essential Functions. I understand that if I am unable to meet these standards, I may be dismissed from the program.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Field Director

\_\_\_\_\_  
Date