

UNIVERSITY of **HOUSTON**  
GRADUATE COLLEGE of SOCIAL WORK



**CHILD WELFARE EDUCATION PROJECT (CWEP)  
STIPEND CONTRACT AGREEMENT**

**University of Houston  
Graduate College of Social Work  
2017**

**Effective for 2017-18 Incoming Students**

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## **PART I: ACADEMIC GUIDELINES**

# Academic Requirements

## Introduction

Child Welfare Education Project (CWEP) is the Title IV-E Educational Project housed in the University of Houston Graduate College of Social Work (GCSW). CWEP is a partnership with the Texas Department of Family and Protective Services (DFPS) Children's Protective Services (CPS) that targets graduate students for a specialized Master of Social Work (MSW) education in children and families with the goal of employment in the state CPS. Eligible CWEP students must apply and be formally admitted into the GCSW-MSW Program, meet all curricular and graduation requirements, and complete their MSW degree at the GCSW within the allowable time frame. Additional CWEP requirements are outlined in this guidebook and the CWEP Advising Guide. The Advising Guide, which has been approved by the CWEP Curriculum Committee and GCSW Faculty to help students in planning their coursework, is included in this guidebook and can be also found on the GCSW-CWEP web page (<http://www.sw.uh.edu/community/cwep/>).

## Academic Requirements

- 1.01 CWEP students are required to take Child Abuse and Neglect
- 1.02 CPS Employees may waive the Child Abuse and Neglect course with the approval of the Student Affairs Coordinator and substitute Supervision and Consultation, Core Concepts in Trauma Treatment with Children and Adolescents, and Trauma Treatment for Children and Adolescents as the required course.
- 1.03 All three-year degree plans (Hybrid, Online, and Part-time) students can only enroll in FPI, Practice Lab and Assessment during their 2<sup>nd</sup> semester of their first year.

#### 1.04 Field Education Requirements

- a. For all CWEP students, Field Practicum I and II placements are to be arranged in agencies outside of CPS and must be related to work with children and families. This represents a total of 400 clock hours.
- b. CWEP students who are not currently employed by CPS (“Non-CPS Students”) will complete Field Practicum III and IV as a block placement within CPS or in an agency deemed appropriate by the CWEP program director. This represents a total of 500 clock hours.
- c. CPS employees will complete Field Practicum III and IV within CPS or in an agency deemed appropriate by the CWEP program director for a block placement of 500 clock hours.

#### 1.05 CPS Required Education for CWEP Students: Child Protective Services Professional Development (CPD)

Child Protective Services Professional Development (CPD) within is the state required educational component for all CPS employees. CWEP students who are CPS employees have already met this requirement. CWEP students who are not currently CPS employees must complete CPD during the summer prior to enrolling in the concentration year field practicum. CPD consists of a core curriculum and experiential assignments in CPS policies, practice, and procedures. Students are required to attend CPD Monday through Friday from 8:00 a.m. to 5:00 p.m.

- a. CWEP students who are not currently employed by CPS must complete Field Practicum II before beginning CPD. CPD is usually scheduled for the summer semester.
- b. Students will receive academic credits for taking CPD by enrolling in an elective independent study class during the summer semester mentioned above.
- c. CWEP students who are not currently employed by CPS must take CPD in the summer semester before beginning Field Practicum III and IV. Only Fulltime Advanced Standing students can enroll in CPD concurrently with Field Practicum III and IV, during summer semester.
- d. Advanced standing part time students may participate in CWEP as long as their degree plan includes taking the CPD class in the summer prior to their Field Practica III and IV.
- e. Advanced standing students who have completed CPD prior to entering the GCSW may enroll full time while participating in CWEP.

**Fall 2015-2016 Students Only**

**University of Houston Graduate College of Social Work  
Child Welfare Education Project (CWEP) Advising Guide: Required and Recommended Courses**

**(Updated 7/19/17) \*Subject to Change\***

<b>Required Courses</b>		
<b>Required Foundation Courses</b>	<b>Required Concentration Courses (Choose one concentration)</b>	
<b>For All CWEP Students</b>	Concentration 1: <b>Clinical Practice</b>	Concentration 2: <b>MACRO Practice</b>
<b>Foundation Courses and Field (15 Semester Credit Hours)</b>	<b>7304: Transtheoretical CSWP: Brief targeted Interventions</b>	<b>7319: Administrative Practice in Social Work</b>
<b>7305: Evaluation of Practice</b>	<b>7318: Transtheoretical CSWP: Cognitive Behavioral Interventions</b>	<b>7329: Social Policy Advocacy</b>
<b>7325: Assessment</b>	<b>7324: Clinical Applications of the DSM</b>	<b>7334: Dynamics of Leadership in Social Work</b>
<b>7367: Advanced Social Policy Analysis</b>	--	<b>7335: Strategies for Community Development</b>
<b>7303: Child Abuse &amp; Neglect</b> <b>Or: One of the following approved by CWEP Advisor:</b> 7351 Supervision & Consultation 7371 Trauma & Social Work 7368 Trauma Treatment for Children & Adolescents 7397 Effective Case Management	<b>MACRO Crossover (Pick one course from List#1 below)</b>	<b>Clinical Crossover (Pick one course from List#2 below)</b>
<b>Non-CPS employees also take Field Practicum Elective II for 2 SCH</b>	<b>7384: Field Practicum III: Clinical Practice</b>	<b>7388: Field Practicum III: MACRO</b>
*Please finalize your degree plan with both the CWEP Advisor and your GCSW academic advisor	<b>7385: Field Practicum IV: Clinical Practice</b>	<b>7389: Field Practicum IV: MACRO</b>
<b>Crossover Concentration Courses (Choose one as the required crossover course when offered)</b>		
<b>List #1: MACRO Crossover: MACRO Courses for Clinical Concentration Students</b>	<b>List #2: Clinical Crossover: Clinical Practice Courses for MACRO Concentration Students</b>	
SOCW 6354 Managing Human Service Organizations SOCW 7319 Administrative Practice SOCW 7320 Empowerment SOCW 7323 Organizational Behavior and Change SOCW 7329 Social Policy Advocacy SOCW 7330 Fiscal Management and Budgeting SOCW 7334 Dynamics of Leadership in Social Work SOCW 7335 Strategies for Community Development SOCW 7338 Community Empowerment with Elders of Color SOCW 7339 Professional Grant Writing for Social Work SOCW 7372 Social Work & Global Justice SOCW 7393 Community Practice in Latino Communities	SOCW 7304 Transtheoretical CSWP: Brief Targeted Interventions SOCW 7308 Self Examination of Life Foundations (SELF) SOCW 7316 Clinical SW Practice with Latinos SOCW 7318 Transtheoretical CSWP: Cognitive Beh Interventions SOCW 7317 Professional Self Care & SW SOCW 7321 Multicultural Practice SOCW 7324 Clinical Applications of DSM in SW SOCW 7340 Clinical Practice with Children & Adolescents SOCW 7342 Practice Issues in Clinical SW SOCW 7343 Clinical Practice with Families SOCW 7347 SW Practice & Intervention in Schools SOCW 7356 Group Therapy SOCW 7360 SW Practice-Health Care SOCW 7361 Clinical SW Practice w Elders SOCW 7365 Crisis Intervention SOCW 7366 Grief and Bereavement Therapy SOCW 7374 Mediation for SW SOCW 7397 Social Work with LGBTQ Communities	

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**(Updated 7/19/17) \*Subject to Change\***

<b>Highly Recommended Electives ( In order of relevancy to CWEP goals if not taken as a required course).</b>	
SOCW 7340 Clinical Practice with Children & Adolescents SOCW 7351 Supervision and Consultation in Social Work SOCW 7308 Self Examination of Life Foundation (SELF) SOCW 7397 Core Concepts in Trauma Treatment with Children & Adolescents SOCW 7368 Trauma Treatment for Children & Adolescents SOCW 7397 Advanced CPS Practice SOCW 7374 Mediation for Social Workers SOCW 7307 Law & Social Work SOCW 7343 Clinical Practice with Families SOCW 7321 Multicultural Practice SOCW 7377 Drugs in Society SOCW 7347 Social Work Practice and Interventions in Schools SOCW 7356 Group Therapy in Mental Health	SOCW 7397 Independent Studies on Child Welfare w/Dr. Cheung SOCW 7365 Crisis Intervention SOCW 7366 Grief and Bereavement Therapy SOCW 7317 Professional Self Care SOCW 6354 Managing Human Service Organizations SOCW 6304 Women’s Issues SOCW 7342 Practice Issues in Clinical Social Work SOCW 7316 Clinical Social Work Practice with Latinos SOCW 7393 Community Practice in Latino Communities SOCW 7360 SW Practice-Health Care SOCW 7360 International Social Work: A Comparative Approach (Study Abroad with a focus on Child Welfare)



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**(Updated 7/19/17) \*Subject to Change\***

<b>Required Courses</b>		
<p><b>Required Generalist/Integrative Courses</b> <b>For All CWEP Students</b></p> <p><b>19 SCH Generalist Curriculum (or Advanced Standing Waiver + 2 Open Electives)</b></p> <p><b>8 SCH Integrative Courses:</b>  6201 Foundation of Social Work  7367 Advanced Social Policy Analysis  7000 HBSE Required Course</p>	<b>Required Specialized Courses (Choose one Practice)</b>	
	Specialized Practice: <b>Clinical Practice</b>	Specialized Practice: <b>MACRO Practice</b>
	<b>7304: Transtheoretical CSWP: Brief targeted Interventions</b>	<b>7000: Program Evaluation</b>
	<b>7305: Evaluation of Practice</b>	<b>7319: Administrative Practice in Social Work</b>
<p><b>12 SCH Open Electives (includes Child Abuse &amp; Neglect or an approved CWEP open elective below)</b></p>	<b>7318: Transtheoretical CSWP: Cognitive Behavioral Interventions</b>	<b>7329: Social Policy Advocacy</b>
	<b>7324: Clinical Applications of the DSM</b>	<b>7334: Dynamics of Leadership in Social Work</b>
<p><b>7303: Child Abuse &amp; Neglect</b>  <b>Or: One of the following approved open elective by CWEP Advisor:</b>  7351 Supervision &amp; Consultation  7371 Trauma &amp; Social Work  7368 Trauma Treatment for Children &amp; Adolescents  7397 Effective Case Management</p>	<p><b>3 SCH CORE Clinical Elective (complete one of the following)</b>  7356 Group Therapy  7340 Clinical Practice w/Children &amp; Adolescents  7361 Clinical Practice w/Elders  7343 Clinical Practice with Families</p>	<b>7335: Strategies for Community Development</b>
	<b>3 SCH MACRO Crossover (Pick one course from List#1 below)</b>	<b>3 SCH Clinical Crossover (Pick one course from List#2 below)</b>
<p>*Please finalize your degree plan with both the CWEP Advisor and your GCSW academic advisor</p>	<p><b>6 SCH Specialized Field Practicum:</b>  7384: Field Practicum III: Clinical Practice  7385: Field Practicum IV: Clinical Practice</p>	<p><b>6 SCH Specialized Field Practicum:</b>  7388: Field Practicum III: MACRO  7389: Field Practicum IV: MACRO</p>
<b>Crossover Elective (Choose one as the required crossover course when offered)</b>		
<b>List #1: MACRO Crossover: MACRO Elective Courses for Clinical Students</b>	<b>List #2: Clinical Crossover: Clinical Practice Elective for MACRO Students</b>	
SOCW 6354 Managing Human Service Organizations SOCW 7320 Empowerment SOCW 7323 Organizational Behavior and Change SOCW 7330 Fiscal Management and Budgeting SOCW 7338 Community Empowerment with Elders of Color SOCW 7339 Professional Grant Writing for Social Work SOCW 7372 Social Work & Global Justice SOCW 7393 Community Practice in Latino Communities	SOCW 7316 Clinical SW Practice with Latinos SOCW 7321 Multicultural Practice SOCW 7340 Clinical Practice with Children & Adolescents SOCW 7343 Clinical Practice with Families SOCW 7347 SW Practice & Intervention in Schools SOCW 7356 Group Therapy SOCW 7361 Clinical SW Practice w Elders SOCW 7365 Crisis Intervention SOCW 7366 Grief and Bereavement Therapy SOCW 7373 Human Sexuality SOCW 7374 Mediation for SW SOCW 7397 Social Work with LGBTQ Communities	

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**(Updated 7/19/17) \*Subject to Change\***

<b>Highly Recommended Electives (In order of relevancy to CWEP goals if not taken as a required course).</b>	
SOCW 7340 Clinical Practice with Children & Adolescents	SOCW 7397 Independent Studies on Child Welfare w/Dr. Cheung
SOCW 7351 Supervision and Consultation in Social Work	SOCW 7365 Crisis Intervention
SOCW 7308 Self Examination of Life Foundation (SELF)	SOCW 7366 Grief and Bereavement Therapy
SOCW 7397 Core Concepts in Trauma Treatment with Children & Adolescents	SOCW 7317 Professional Self Care
SOCW 7368 Trauma Treatment for Children & Adolescents	SOCW 6354 Managing Human Service Organizations
SOCW 7397 Advanced CPS Practice	SOCW 6304 Women's Issues
SOCW 7374 Mediation for Social Workers	SOCW 7342 Practice Issues in Clinical Social Work
SOCW 7307 Law & Social Work	SOCW 7316 Clinical Social Work Practice with Latinos
SOCW 7343 Clinical Practice with Families	SOCW 7393 Community Practice in Latino Communities
SOCW 7321 Multicultural Practice	SOCW 7360 SW Practice-Health Care
SOCW 7377 Drugs in Society	SOCW 7360 International Social Work: A Comparative Approach (Study Abroad with a focus on Child Welfare)
SOCW 7347 Social Work Practice and Interventions in Schools	
SOCW 7356 Group Therapy in Mental Health	

## **CWEP Curriculum Degree Plans**

2015/2016 Admitted Students

**(Examples Only; Subject to Change)**

Example Only: SUBJECT TO CHANGE

CWEP Curriculum Example: **CLINICAL DEGREE PLAN 2015/2016**

CWEP Students – **Fall 2015/2016 - 63 Semester Credit Hours (SCH)**

**Table 1**

<b>2 Year Model Full Time</b>	<b>Fall</b>	<b>Spring</b>	<b>Summer</b>
<b>Year 1</b>	15 SCH Foundation Including FP I	15 SCH Assessment(3) DSM(3) Transtheoretical Cog Beh(3) Policy <b>or</b> Crossover elective(3) Field Placement (FP) II(3)	6 SCH Elective (3) Elective (3)*
<b>Year 2</b>	15 SCH Evaluation of Practice(3) Transtheoretical Brief Int(3) Policy or Crossover elective(3) Child Abuse & Neglect (HBSE)(3) Elective (3)	12 SCH FP III(3) & FP IV(3) Elective (3) Elective (3)	

<b>3 Year Model Flex Option</b>	<b>Fall</b>	<b>Spring</b>	<b>Summer</b>
<b>Year 1</b>	11 SCH Foundation	7 SCH Practice Lab (3) Assessment (3) Field Placement(FP) I (1)	6 SCH Field Placement II (3) Elective (3)
<b>Year 2</b>	9 SCH Evaluation of Practice(3) Child Abuse & Neglect (HBSE)(3) Policy <b>or</b> Crossover elective(3)	9 SCH DSM (3) Transtheoretical Cog Beh(3) Policy <b>or</b> Crossover elective(3)	6 SCH Elective (3) Elective (3) *
<b>Year 3</b>	6 SCH Transtheoretical Brief Int.(3) Elective (3)	9 SCH Elective (3) FP III (3) & FP IV(3)	

\* CPS required training for Non-CPS employees

**Example Only: SUBJECT TO CHANGE (for Crossover courses please see the list in the Advising Guide)**

CWEP Curriculum Example: **MACRO DEGREE PLAN 2015/2016**

For CWEP Students **Fall 2015 /2016- 63 Semester Credit Hours (SCH)**

**Table 2**

<b>2 Year Model Full Time</b>	<b>Fall</b>	<b>Spring</b>	<b>Summer</b>
<b>Year 1</b>	15 SCH Foundation Including FP I	15 SCH Assessment(3) Dynamics of Leadership(3) Policy <b>or</b> Crossover elective(3) Field Placement(FP) II(3) Elective (3)	6 SCH Elective (3) Elective (3)*
<b>Year 2</b>	15 SCH Community Development(3) Administrative Practice(3) Policy or Crossover elective(3) Child Abuse & Neglect (HBSE)(3) Evaluation of Practice(3)	12 SCH FP III (3)& FP IV(3) Social Policy Advocacy(3) Elective (3)	

<b>3 Year Model Flex Option</b>	<b>Fall</b>	<b>Spring</b>	<b>Summer</b>
<b>Year 1</b>	11 SCH Foundation	7 SCH Practice Lab (3) Assessment (3) Field Placement (FP) I (1)	6 SCH Elective (3) FP II (3)
<b>Year 2</b>	9 SCH Evaluation of Practice(3) Child Abuse & Neglect (HBSE)(3) Policy <b>or</b> Crossover elective(3)	9 SCH Dynamics of Leadership(3) Elective (3) Policy <b>or</b> Crossover elective(3)	6 SCH Elective (3) Elective (3) *
<b>Year 3</b>	6 SCH Community Development(3) Administrative Practice(3)	9 SCH FP III(3) & FP IV(3) Social Policy Advocacy(3)	

**\* CPS required training for Non-CPS employees**

**Example Only: SUBJECT TO CHANGE (for Crossover courses please see the list in the Advising Guide)**  
**CWEP Curriculum Example: ADVANCED STANDING DEGREE PLAN 2015/2016**  
 For CWEP Students **Fall 2015/2016 - 48 Semester Credit Hours (SCH)**

**Table 3**

<b>1 ½ Year Model Clinical</b>	<b>Fall</b>	<b>Spring</b>	<b>Summer</b>
<b>Year 1</b>	15 SCH Assessment(3) Transtheoretical Cog Beh(3) Child Abuse & Neglect(3) Elective(3) Crossover/Policy (3)	15 SCH DSM(3) Field Placement(FP) II(3) Elective(3) Elective(3) Policy <b>or</b> Crossover(3)	6 SCH Elective (3) Elective (3)*
<b>Year 2</b>	12 SCH Evaluation of Practice(3) FP III (3)& FP IV(3) Transtheoretical Brief Int(3)		

<b>2 ½ Year Model Clinical</b>	<b>Fall</b>	<b>Spring</b>	<b>Summer</b>
<b>Year 1</b>	6 SCH Assessment(3) Policy/Crossover Elective (3)	6 SCH Field Placement(FP) II(3) DSM	6 SCH Elective (3) Elective (3)*
<b>Year 2</b>	6 SCH Evaluation of Practice(3) Policy <b>or</b> Crossover elective(3)	6 SCH Trans Cognitive Beh(3) Elective(3)	6 SCH Elective (3) Elective (3)
<b>Year 3</b>	6 SCH Transtheoretical Brief Int(3) Child Abuse & Neglect(3)	6 SCH FP III(3)& FP IV(3)	

<b>1 ½ Year Model MACRO</b>	<b>Fall</b>	<b>Spring</b>	<b>Summer</b>
<b>Year 1</b>	15 SCH Assessment(3) Policy(3) Crossover Elective(3) Community Development(3) Administrative Practice(3)	15 SCH Dynamics of Leadership(3) Advocacy(3) Field Placement(FP) II(3) Elective(3) Elective(3)	6 SCH Elective (3) Elective (3)*
<b>Year 2</b>	12 SCH Evaluation of Practice(3) FP III(3) & FP IV(3) Child Abuse & Neglect(3)		

<b>2½ Year Model MACRO</b>	<b>Fall</b>	<b>Spring</b>	<b>Summer</b>
<b>Year 1</b>	9 SCH Assessment(3) Policy(3) Child Abuse & Neglect(3) Administrative Practice(3)	12 SCH Dynamics of Leadership(3) Field Placement(FP) II(3) Elective(3) Crossover Elective(3)	6 SCH Elective (3) Elective (3)*
<b>Year 2</b>	9 SCH Evaluation of Practice(3) Community Development(3) Administrative Practice(3)	12 SCH FP III (3) & FP IV(3) Elective(3) Social Policy Advocacy(3)	

**\* CPS required training for Non-CPS employees**

**Example Only: SUBJECT TO CHANGE**

CWEP Curriculum Examples: **HYBRID or ONLINE DEGREE PLAN 2015/2016** (Clinical Concentration Only)

For CWEP Students – **Effective Fall 2016 - 63 Semester Credit Hours (SCH)/ 48 (SCH) Advanced Standing (AS)**

**Table 4**

	<b>Fall</b>	<b>Spring</b>	<b>Summer</b>
<b>Year 1</b>	11 SCH Foundation Course(2) Policy Module(2) Practice Module(2) Human Beh. Soc. Environment(2) Research(3)	7 SCH Assessment (3) Practice Lab (3) Field Placement(FP) I (1) <u>*AS-Spring Admit (6 SCH)</u> Assessment(3) Elective(3)	6 SCH Elective (3) FP II (3)
<b>Year 2</b>	6 SCH DSM(3) Advanced Policy (3)	6 SCH Trans: Cognitive Behavioral Interventions (3) MACRO Crossover Elective (3)	9 SCH Elective (3)* Elective (3) Elective (3)
<b>Year 3</b>	6 SCH Trans: Brief Targeted Int. (3) (HBSE)(3)	9 SCH FP III(3) FP IV(3) Evaluation of Practice(3)	3 SCH Elective (3)  (Graduate in August)

**\*CPS required training for Non-CPS employees\*/ Child Abuse & Neglect is required**

## **CWEP Curriculum Degree Plans**

2017 Admitted Students

(Examples Only; Subject to Change)



**Example Only: SUBJECT TO CHANGE**

CWEP Curriculum Example: **CLINICAL DEGREE PLAN 2017**

CWEP Students – **Fall 2017 - 63 Semester Credit Hours (SCH)**

**Table 1**

<b>CWEP Full-time Face-to-face Clinical Degree Plan, Fall 2017 Admits</b>			
<b>Year 1</b>	<b>Fall 16 SCH</b>	<b>Spring 14 SCH</b>	<b>Summer 6 SCH</b>
	Foundation of SW (2 SCH) Policy (2 SCH) Practice (2 SCH) HBSE (2 SCH) Research (3 SCH) Practice Skills Lab (3 SCH) Field Practicum I (2 SCH)	Assessment (3 SCH) DSM (3 SCH) Trans: CBI* (3 SCH) HBSE Course (3 SCH) Field Practicum II (2 SCH)	Elective (3 SCH) **Elective CPD (3 SCH)**
<b>Year 2</b>	<b>Fall 15 SCH</b>	<b>Spring 12 SCH</b>	
	Evaluation of Practice (3 SCH) Trans: BTI (3 SCH) Policy*(3 SCH) Clinical Elective* (3 SCH) *CWEP Elective (3 SCH)*	Field Practicum III (3 SCH) Field Practicum IV (3 SCH) Macro Crossover* (3 SCH) Elective (3 SCH)	
<b>*indicates flexibility on when this course is taken</b>			

Fulltime Face-to-face/ CWEP Field III and Field IV ( Block Placement-last semester in program)

\*CWEP Required Elective (3 SCH)\*

\*\* CPS Required Training (3 SCH)\*\*

<b>CWEP Part-time Face-to-Face Clinical Degree Plan, Fall 2017 Admits</b>			
<b>Year 1</b>	<b>Fall 11 SCH</b>	<b>Spring 8 SCH</b>	<b>Summer 5 SCH</b>
	Foundation of SW (2 SCH) Policy (2 SCH) Practice (2 SCH) HBSE (2 SCH) Research (3 SCH)	Practice Skills Lab (3 SCH) Field Practicum I (2 SCH) Assessment (3 SCH)	*CWEP Elective (3 SCH)* FP II (2 SCH)
<b>Year 2</b>	<b>Fall 9 SCH</b>	<b>Spring 9 SCH</b>	<b>Summer 6 SCH</b>
	Trans: CBI* (3 SCH) Policy* (3 SCH) Clinical Elective* (3 SCH)	DSM (3 SCH) HBSE Course (3 SCH) Macro Crossover* (3 SCH)	Elective (3 SCH) **Elective CPD (3 SCH)**
<b>Year 3</b>	<b>Fall 6 SCH</b>	<b>Spring 9 SCH</b>	
	Trans: BTI (3 SCH) Evaluation of Practice (3 SCH)	Field Practicum III (3 SCH) Field Practicum IV (3 SCH) Elective (3 SCH)	
<b>*indicates flexibility on when course is taken</b>			

\*Face-to-face PT/ CWEP students Field III and Field IV (Block last semester in program)

\*CWEP Required Elective (3 SCH)\*

\*\* CPS Required Training/CPD (3 SCH) \*\*

**Example Only: SUBJECT TO CHANGE (for Crossover courses please see the list in the Advising Guide)**

CWEP Curriculum Example: **MACRO DEGREE PLAN 2017**

For CWEP Students **Fall 2017- 63 Semester Credit Hours (SCH)**

**Table 2**

<b>CWEP Full-Time Face-to-Face Macro Degree Plan, Fall 2017 Admits</b>			
	<b>Fall 16 SCH</b>	<b>Spring 14 SCH</b>	<b>Summer 6 SCH</b>
Year 1	Foundation of SW (2 SCH) Policy (2 SCH) Practice (2 SCH) HBSE (2 SCH) Research (3 SCH) Practice Skills Lab (3 SCH) Field Practicum I (2 SCH)	Assessment (3 SCH) Dynamics of Leadership (3 SCH) Policy (3 SCH) HBSE Course (3 SCH) Field Practicum II (2 SCH)	Elective (3 SCH) **Elective CPD (3 SCH)**
	<b>Fall 15 SCH</b>	<b>Spring 12 SCH</b>	
Year 2	Community Development (3 SCH) Administrative Practice (3 SCH) Program Evaluation (3 SCH) Clinical Crossover* (3 SCH) *CWEP Elective (3 SCH)*	Advocacy (3 SCH) Elective(3 SCH) Field Practicum III (3 SCH) Field Practicum IV (3 SCH)	
<b>*indicates flexibility on when this course is taken</b>			

Fulltime Face-to-face/ CWEP Field III and Field IV (Block Placement-last semester in program)

\*CWEP Required Elective (3 SCH)\*

\*\* CPS Required Training (3 SCH) \*\*

<b>CWEP Part-Time Face-to-Face Macro Degree Plan, Fall 2017 Admits</b>			
<b>Year 1</b>	<b>Fall 11 SCH</b>	<b>Spring 8 SCH</b>	<b>Summer 5 SCH</b>
	Foundation of SW (2 SCH) Policy (2 SCH) Practice (2 SCH) HBSE (2 SCH) Research (3 SCH)	Practice Skills Lab (3 SCH) FP I (2 SCH) Assessment (3 SCH)	*CWEP Elective (3 SCH)* Field Practicum II (2 SCH)
<b>Year 2</b>	<b>Fall 9 SCH</b>	<b>Spring 9 SCH</b>	<b>Summer 6 SCH</b>
	Community Development (3 SCH) Elective (3 SCH) Policy (3 SCH)	Dynamics of Leadership (3 SCH) HBSE Course (3 SCH) Clinical Crossover* (3 SCH)	Elective (3 SCH) **Elective CPD (3 SCH)**
<b>Year 3</b>	<b>Fall 6 SCH</b>	<b>Spring 9 SCH</b>	
	Program Evaluation (3SCH) Administrative Practice (3 SCH)	Field Practicum III (3 SCH) Field Practicum IV (3 SCH) Advocacy (3 SCH)	
<b>*indicates flexibility on when course is taken</b>			

Face-to-face PT/ CWEP students Field III and Field IV (Block placement last semester in program)

\*CWEP Required Elective (3 SCH)\*

\*\* CPS Required Training (3 SCH)\*\*

**Example Only: SUBJECT TO CHANGE (for Crossover courses please see the list in the Advising Guide)**

CWEP Curriculum Example: **ADVANCED STANDING DEGREE PLAN 2017**

For CWEP Students **Fall 2017 - 38 Semester Credit Hours (SCH)**

**Table 3**

<b>CWEP Face to Face Clinical AS Degree Plan, Fall 2017 Admits(Fulltime Program Only)</b>		
<b>Fall 14 SCH</b>	<b>Spring 15 SCH</b>	<b>Summer 9 SCH</b>
Foundation of SW (2 SCH) Trans: CBI (3 SCH) Trans: BTI (3 SCH) Evaluation of Practice (3 SCH) *CWEP Elective (3 SCH)*	DSM (3 SCH) Clinical Elective (3 SCH) HBSE Elective (3 SCH) Policy (3 SCH) Elective (3SCH)	**Elective CPD (3 SCH)** Field Practicum III (3 SCH) Field Practicum IV (3 SCH)

\*CWEP Required Elective \* (3 SCH)

\*CPS Required Training/CPD (3 SCH)/Non-CPS Employees Only

<b>CWEP Face to Face Macro AS Degree Plan, Fall 2017 Admits (Fulltime Program Only)</b>		
<b>Fall 14 SCH</b>	<b>Spring 15 SCH</b>	<b>Summer 9 SCH</b>
Foundation of SW (2 SCH) Community Development (3 SCH) Administrative Practice (3 SCH) Evaluation of Practice* (3 SCH) *CWEP Elective* (3 SCH)	Advocacy (3 SCH) Dynamics of Leadership (3 SCH) HBSE Elective (3 SCH) Policy (3 SCH) Elective (3 SCH)	**Elective CPD (3 SCH)** Field Practicum III (3 SCH) Field Practicum IV (3 SCH)
*To become Program Evaluation after fall of 2017		

\*CWEP Required Elective \* (3 SCH)

\*\*CPS Required Training/CPD (3 SCH)/Non-CPS Employees Only\*\*

**Example Only: SUBJECT TO CHANGE**

CWEP Curriculum Examples: **HYBRID DEGREE PLAN 2017** (Clinical Practice Only)

For CWEP Students – **Effective Fall 2017 -63 Semester Credit Hours (SCH)/ 38 (SCH)**

**Advanced Standing (AS)**

**Table 5**

<b>CWEP Hybrid Degree Plan, Fall 2017 Admits</b>		
<b>Fall 11 SCH</b>	<b>Spring 8 SCH</b>	<b>Summer 5 SCH</b>
Foundation of SW (2 SCH) Policy (2 SCH) Practice (2 SCH) HBSE (2 SCH) Research (3 SCH)	Practice Skills Lab (3 SCH) FP I (2 SCH) Assessment (3 SCH)	*CWEP Elective (3 SCH)* Field Practicum II (2 SCH)
<b>Fall 6 SCH</b>	<b>Spring 6 SCH</b>	<b>Summer 6 SCH</b>
Policy (3 SCH) DSM (3 SCH)	Trans: CBI (3 SCH) HBSE Elective (3 SCH)	Macro Elective (3 SCH) **Elective CPD (3 SCH)**
<b>Fall 6 SCH</b>	<b>Spring 9 SCH</b>	<b>Summer 6 SCH</b>
Trans: BTI (3 SCH) Clinical Elective (3 SCH)	Evaluation of Practice (3 SCH) Field Practicum III (3 SCH) Field Practicum IV (3 SCH)	Elective(3 SCH) Elective(3 SCH)

<b>CWEP Hybrid AS Degree Plan, Fall 2017 Admits</b>		
<b>Fall 8 SCH</b>	<b>Spring 6 SCH</b>	<b>Summer 6 SCH</b>
Foundation of SW (2 SCH) Policy (3 SCH) DSM (3 SCH)	Trans: CBI (3 SCH) HBSE Course (3 SCH)	*CWEP Elective (3 SCH)* **Elective (3 SCH)**
<b>Fall 6 SCH</b>	<b>Spring 9 SCH</b>	<b>Summer 3 SCH</b>
Trans: BTI (3 SCH) 4 <sup>th</sup> Clinical Course (3 SCH)	Evaluation of Practice (3 SCH) Field Practicum III (3 SCH) Field Practicum IV (3 SCH)	<b>Elective (3 SCH)</b>

CWEP Students Field III and Field IV (Block-On the Job Placement)

\*CWEP Required Elective (3 SCH)\*

\*\* CPS Required Training/CPD (3 SCH) \*\*Non-Employee

**Example Only: SUBJECT TO CHANGE**

CWEP Curriculum Examples: **Online DEGREE PLAN** (Clinical Practice Only)

For CWEP Students – **Effective Fall 2017 -63 Semester Credit Hours (SCH)/ 38 (SCH)**

**Advanced Standing (AS)**

<b>CWEP Online Degree Plan, Fall 2017 Admits (CPS Employees Only)</b>		
<b>Fall 11 SCH</b>	<b>Spring 8 SCH</b>	<b>Summer 5 SCH</b>
Foundation of SW (2 SCH) Policy (2 SCH) Practice (2 SCH) HBSE (2 SCH) Research (3 SCH)	Practice Skills Lab (3 SCH) FP I (2 SCH) Assessment (3 SCH)	*CWEP Elective (3 SCH)* Field Practicum II (2 SCH)
<b>Fall 6 SCH</b>	<b>Spring 6 SCH</b>	<b>Summer 6 SCH</b>
Policy (3 SCH) DSM (3 SCH)	Trans: CBI (3 SCH) HBSE Elective (3 SCH)	Macro Elective (3 SCH) Elective (3 SCH)
<b>Fall 6 SCH</b>	<b>Spring 9 SCH</b>	<b>Summer 6 SCH</b>
Trans: BTI (3 SCH) Clinical Elective (3 SCH)	Evaluation of Practice (3 SCH) Field Practicum III (3 SCH) Field Practicum IV (3 SCH)	Elective(3 SCH) Elective(3 SCH)

CWEP students Field III and Field IV (Block/ Place of Employment)

\*CWEP Required Elective (3 SCH)\*/\*\*CWEP Stipend is offered to CPS Employees Only\*\*

<b>CWEP Online AS Degree Plan, Fall 2017 Admits **(CPS Employees Only)**</b>		
<b>Fall 8 SCH</b>	<b>Spring 6 SCH</b>	<b>Summer 6 SCH</b>
Foundation of SW (2 SCH) Policy (3 SCH) DSM (3 SCH)	Trans: CBI (3 SCH) HBSE Elective (3 SCH)	*CWEP Elective (3 SCH)* Elective (3 SCH)
<b>Fall 6 SCH</b>	<b>Spring 9 SCH</b>	<b>Summer 3 SCH</b>
Trans: BTI (3 SCH) 4 <sup>th</sup> Clinical Course (3 SCH)	Evaluation of Practice (3 SCH) Field Practicum III (3 SCH) Field Practicum IV (3 SCH)	Elective (3 SCH)

CWEP Students Field III and Field IV (Block on the Job Placement)

\*CWEP Required Elective\*

\*\*CWEP Stipend is offered to CPS Employees Only\*\*

## **PART II: CWEP ADMINISTRATIVE GUIDELINES**

## **Stipend/Contract Guidelines for CPS Employees**

### **Eligibility**

- 4.01 CPS employees who are in a IV-E eligible position, have been employed for one year from their hire date, and perform their work at a satisfactory level for production (performance) and attendance are eligible to apply for a CWEP stipend. If only limited stipends are available, CPS tenure may be considered as criteria for selection. All final Decisions are approved at the discretion of DFPS Management.
- 4.02 A CWEP stipend is awarded to a student at the beginning of a semester.

### **Payback**

- 5.01 Receipt of a stipend requires a commitment to work in CPS and is based on the number of semesters for which the stipend is received.
- 5.02 An academic unit is defined as either a fall, spring or summer semester and shall be considered equal to four full calendar months for repayment purposes.
- 5.03 Employees may receive a stipend for up to 10 academic units and would be committed to up to 40 months of employment following graduation.
- 5.04 Employee's payback (either through CPS employment or through financial repayment) begins immediately after termination of the contract, or graduation from the GCSW.
- 5.05 Employees who leave CPS before the end of their payback completion due to termination or resignation will be required to begin cash payback to DFPS immediately. These students must attend an exit interview with CPS contract staff at which time payback arrangements will be made.

- 5.06 Students who are in the military reserve and are called to active duty must obtain a formal leave of absence from CPS and the GCSW.

### **Administrative**

- 6.01 Only DFPS employees in eligible Title IV-E positions are eligible to apply for the stipend and must work in eligible IV-E CPS positions upon completion of their MSW degree.
- 6.02 CPS employees complete Field Practica I and II outside of CPS on their own time, above and beyond their normal 40-hour work week.
- 6.03 Field Practicum III and IV will be offered at CPS. The student who is a CPS worker must remain in their unit until they have completed F.P. III & IV.

### **Other CWEP Requirements**

- 7.01 Students are required to attend the annual stipend orientation and contract meeting offered each summer prior to the start of the fall semester.
- 7.02 Students are required to attend each CWEP symposium offered unless they have received an excused absence in advance from the CWEP Student Affairs Coordinator.
- 7.03 Students agree to participate in ongoing and post-graduation evaluations of the CWEP program.



## **Stipend/Contract Guidelines for Non-CPS Employees**

### **Eligibility**

- 8.01 Part time students will only be accepted if they are able to complete Child Protective Services Professional Development (CPD) during regular work hours (8AM-5PM, Monday through Friday) and to attend field placements during regular work hours.
- 8.02 Applicants for a CWEP stipend are required to:
- a. Participate in an initial interview with DFPS and CWEP staff,
  - b. Complete the Employment Pre-screening test,
  - c. Complete a DFPS job application, which includes three job references,
  - d. Obtain an abuse/neglect records check, a criminal records check, and driving records check.
- 8.03 CWEP stipend holders are required to update these records (8.02c) as requested and resubmit job applications if requested.

### **Payback**

- 9.01 Receipt of a stipend requires a commitment to work in CPS and is based on the number of semesters for which the stipend is received.
- 9.02 An academic unit is defined as either a fall, spring or summer semester and shall be considered equal to eight full calendar months for repayment purposes.
- 9.03 Full time students may receive a stipend for up to five academic units and will be committed to up to 40 months of employment following graduation.

- 9.04 Part time students may receive a stipend for up to 10 academic units and would be committed to up to 80 months of employment following graduation.
- 9.05 Students who leave the GCSW, drop out of the stipend program, are terminated from the Stipend program or do not work at CPS after graduation will be required to begin cash payback to DFPS immediately. These students must attend an exit interview with CPS contract staff at which time payback arrangements will be made.
- 9.06 Students who are in the military reserve and are called to active duty must obtain a formal leave of absence from CPS and GCSW.

### **DFPS/CPS Employment Process**

- 10.01 Students are required to complete a DFPS job application during their last semester prior to graduation.
- 10.02 CWEP students, who seek employment at CPS after they enroll in the MSW Program and prior to graduation, may be hired according to existing DFPS hiring requirements. When this occurs, the student will continue under the non-DFPS stipend agreement for the remainder of their academic period.
- 10.03 Non DFPS employee students must successfully complete the CPS Required Education provided by DFPS prior to their enrollment in Concentration year Field Practica.

### **Transition to Practice**

- 11.01 Graduation Notification. At least one month before graduation, the CWEP Student Affairs Coordinator will notify DFPS Contracts and DFPS Operations Support Administrator which students are expected to graduate. After graduation, the CWEP

Student Affairs Coordinator will notify DFPS Contracts, DFPS Operations Support Administrator which students actually graduated.

- 11.02 Matching Interests and DFPS Vacancies. Student interests and preferences, along with available job vacancies will be considered to the extent possible. The CWEP Student Affairs Coordinator will provide information about the program area that the student completed his/her internship to the DFPS Operations Support Administrator. The CWEP Student Affairs Coordinator will review this information in making the decision about full time employment of the student.
- 11.03 Notification Regarding New Hires. The DFPS Operations Support Administrator will include the CWEP Student Affairs Coordinator in the distribution of the “on-Boarding” list when the CWEP student is hired by DFPS. The “On-Boarding” list will include the hire date, CPD class number, new hires’ name, field (CVS, etc.) unit number, position number, OJT Supervisor’s name, unit mail code, new hire SSN, county and Program Director’s name. The newly hired CWEP student will be required to attend “on-boarding” activities on their first day of employment as well as a New Employee Orientation on the second day of employment.
- 11.04 Transition to Practice. The newly hired former CWEP student will be required to attend CPD Specialization Training should a CWEP student become employed in a discipline different from where he/she completed their internship. CWEP students who graduate from CPD and become employed in the same discipline where he/she completed their internship will complete a three month transition-to-practice period (as required per PSI #02-016). CWEP students who must attend CPD Specialization Training will also complete a three month, transition-to-practice period upon completion of their

specialization training. The newly hired CWEP student will have the benefit of an OJT Supervisor to support them during their specialization training and/or their transition-to-practice. The OJT Supervisor will complete the MAC form which will provide network access for the newly hired former CWEP student.

### **Other CWEP Requirements**

- 12.01 Students are required to attend the annual Stipend Orientation and Contract meeting offered each summer prior to the start of the fall semester.
- 12.02 Students are required to attend each CWEP symposium offered unless they have received an excused absence in advance from the CWEP Student Affairs Coordinator.
- 12.03 Students agree to participate in ongoing and post-graduation evaluations of the CWEP program.

**University of Houston  
Graduate College of Social Work  
Child Welfare Education Project**

**CWEP Student Contract**

I, \_\_\_\_\_, have received and read the *Child Welfare Education Project Stipend Contract Agreement*, and agree to be bound by the provisions and specific degree plans therein. I further understand that the DFPS Stipend Agreement will provide specific contract information about my participation in this educational program, and the GCSW and CWEP reserve the right to modify information provided in this document. **This contract must be delivered to the CWEP Student Affairs Coordinator prior to signing the DFPS Stipend Contract. Failure to do so may result in postponement or cancellation of the stipend.**

**Check one enrollment option and if Advanced Standing:**

\_\_\_\_\_ **Advanced Standing**

*For CPS Students:*

**Enrollment Options:**

\_\_\_\_\_ **Face-to-Face (Part-time) 3-year**

\_\_\_\_\_ **Hybrid (Weekends) 3-year: UH Sugarland Campus\_\_\_\_\_ / UH Main Campus\_\_\_\_\_**

\_\_\_\_\_ **Online 3-year (Region 6 Employees Only)**

*For Non-CPS Students:*

**Enrollment Options:**

\_\_\_\_\_ **Face-to-Face (Full-time) 2-year**

\_\_\_\_\_ **Face-to-Face (Part-time) 3-year**

\_\_\_\_\_ **Hybrid (Weekends) 3-year: UH Sugarland Campus\_\_\_\_\_ / UH Main Campus\_\_\_\_\_**

Student's Signature \_\_\_\_\_

Date: \_\_\_\_\_