

# MSW PRACTICUM ROADMAP

- Follow HIPPA link posted on MySLU
- Create Gateway Account @ BACB.com

Already taken HIPPA training? Link not appearing on MySLU within 10 working days of being assigned liaison? Contact Wendy DuCassé

- Meet with MSW liaison
  - Contact agencies for interviews and report progress via email to liaison
- Check BACB for supervisor's status of eligibility when considering sites

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Attend Required Planning Meeting

- Complete Request for Practicum Form located on the SSW Google Site
- Request Liaison semester before starting practicum
- Receive approval email. (Please allow one week for response.)

Complete HIPPA & Create Gateway Account

Schedule Planning Session with Liasion

- To prepare for your meeting:
- Identify potential practicum sites on Collaborative Database; bring list to meeting
  - Consider the population you want to work with, type of setting you want to work in, accommodations you may need, and other concerns you may have
  - Update your resume

Find a Practicum Site & Supervisor

Choose a Practicum Site

- Complete Practicum Interview
- Chosen your site? Complete Practicum Confirmation Form AND register for both practicum class & seminar

Begin Practicum!

- Go to Canvas page for
- due dates & instructions
  - earning agreements
  - log of hours form
  - supervisor contract for MSW prior to accruing hours