

**FOUNDATION YEAR INTERNSHIP PORTFOLIO
REQUIREMENTS AND CHECKLIST
SW Internship I**

First Semester Learning Contract Yes No

Supervision & Activity Logs (n=10) Yes No
**showing 2 hrs. of instructor supervision, one face-to-face*

Process Recordings (*baseline of 10 in chronological order with feedback from instructor*) Yes No

- Minimum of 2 Assessments
- 1. An individual in UALR format Yes No
 - 2. An individual in agency format Yes No

Based on the assessments, 1 individual contract/intervention plan, UALR format Yes No

Documentation of 2 home visits (*process recording or other*) Yes No

Sample(s) of agency progress notes Yes No

First semester final evaluation (student & instructor) Yes No

Organization

Portfolio free of client identification Yes No

Organized with dividers according to above sections Yes No

Comments: