



**SCHOOL OF CONTINUING EDUCATION
SOCIAL SERVICE WORKER
(FORMERLY HUMAN SERVICES WORKER)
FIELD PLACEMENT PROCESS AND APPLICATION**

Please fill out the attached application form and return to the Continuing Education Office to the attention of Laurel Kimball, Practicum Officer along with all the required documentation.

Please ensure you make a copy of ALL of the documentation you submit for your records.

Once you are registered for the Field Placement course and if you have any questions regarding field placement setting please contact one of the Field Placement faculty noted below.

Kathy Bales Kathy.bales@ontario.ca

Lisa Mills lmills@lakeridgehealth.on.ca

Jenn Tedford jenn@distresscentredurham.com

If you have any questions regarding filling out the application,
documentation requirements or clearance please contact
Laurel Kimball at laurel.kimball@durhamcollege.ca or 905.721.2000 ext. 2260.



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SOCIAL SERVICE WORKER
(FORMERLY HUMAN SERVICES WORKER)
FIELD PLACEMENT APPLICATION**

All sections must be complete and submitted by the term deadline for this agreement to be valid.

CANDIDATE DATA (PLEASE PRINT)			
NAME			
STUDENT NUMBER		SEMESTER	
ADDRESS			
CITY			
POSTAL CODE		TELEPHONE	
EMAIL ADDRESS			
FIELD PLACEMENT	<input type="checkbox"/> Social Services Worker – Field Placement Level 1 <input type="checkbox"/> Social Services Worker – Field Placement Level 2 <input type="checkbox"/> Social Services Worker – Field Placement Level 3		

PLACEMENT AGENCY DATA				
AGENCY NAME				
MAILING ADDRESS				
CITY		POSTAL CODE		
SUPERVISOR NAME		TELEPHONE		EXT.

DOCUMENTATION CHECKLIST **Durham College Office use only**	
Entry Immunization Form	YES <input type="checkbox"/> NO <input type="checkbox"/> Date Rec'd:
First Aid / CPR Certificates Validation Date:	YES <input type="checkbox"/> NO <input type="checkbox"/> Date Rec'd:
Criminal Reference Check	YES <input type="checkbox"/> NO <input type="checkbox"/> Date Rec'd:
Insurance Form (Signed) (Work Education Placement Agreement)	YES <input type="checkbox"/> NO <input type="checkbox"/> Date Rec'd:
Durham College Field Placement Photo ID Badge	YES <input type="checkbox"/> NO <input type="checkbox"/> Date Mailed Out: