

**San Francisco State University  
School Social Work  
Verification of Pupil Personnel Services  
Credential Standards**

Student Name \_\_\_\_\_

Schools: \_\_\_\_\_  Elem.  Middle  High

Number of Hours: \_\_\_\_\_

Schools: \_\_\_\_\_  Elem.  Middle  High

Number of Hours: \_\_\_\_\_

Candidate worked with a minimum of 10 students?

Yes  No

Candidate's caseload has been racially diverse?

Yes  No

**Verification of Pupil Personnel Services Credential (PPSC) Standards:**

The purpose of this verification is to ensure accountability and that credential candidates have met all of the standards set forth by California's Commission on Teacher Credential (CTC) leading to a PPSC in school social work. These standards were approved by CTC in October 2000 for implementation by all credential programs effective January 2003.

To ensure compliance credential standards can be met in a variety of ways including the student's academic program design, school-site activities, individual supervision, and graduate field seminar.

*Steps in the Verification Process:*

Academic Program – Standards met by the student's academic program will be verified by the School of Social Work credential coordinator or authorized faculty of the School of Social Work.

Field Placement – Standards met in the student's school-based field placement will be verified by the student's credentialed supervisor. Generally, verification should take place sometime in April when it is clear that participation in various school-based activities ensures a professional level of understanding based on the student's demonstration and completion of observable activities and responsibilities.

*Verification Instructions:*

- Carefully review each standard. If the candidate has engaged in school-based activities mentioned in the standard, please verify by providing your initials next to *at least one* item listed under "**Field Demonstration.**" Keep in mind that for most of the standards a combination of academic and field will usually apply.
- The SF State PPSC Coordinator will initial all of the academic areas and sign as the academic and program coordinator.

The standards are listed on the following pages.

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**Generic Standards**

<p>(2) Growth and Development</p> <p>The program provides candidates with opportunities and experiences to acquire an understanding of typical and atypical growth and development, including relevant theories, research, and other information related to pupils' strengths and weaknesses that affect learning in schools, community and family environments. The program provides candidates with an understanding of the effects of (a) health and developmental factors, (b) language, (c) cultural variables, (d) diversity, (e) socio-economic status, and (f) factors or resiliency on pupil development.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:</p> <p><input type="checkbox"/> SW 865 <input type="checkbox"/> SW 741 <input type="checkbox"/> IFG Curriculum</p>	<p>Verified by:</p> <p>_____ _____ _____</p>
<p>(3) Socio-Cultural Competence *</p> <p>The program provides candidates with opportunities and experiences to display an understanding of ways in which ethnic, cultural, socio-economic, and environmental factors influence pupil learning and achievement. Candidates will learn skills to work effectively with pupils and their families from diverse backgrounds. The program provides candidates with an understanding and appreciation for diversity.</p> <p>An understanding of the importance of developing cultural competence is provided to candidates in order to effectively serve diverse and changing communities. The program provides candidates with an understanding of ways in which educational policies, programs and practices can be developed, adapted, and modified to be culturally congruent with the needs of pupils and their families.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:</p> <p><input type="checkbox"/> SW 865 <input type="checkbox"/> SW 741 <input type="checkbox"/> IFG Curriculum</p> <p><b>Field Demonstration:</b></p> <p><input type="checkbox"/> SW 740 <input type="checkbox"/> Interdisciplinary Team <input type="checkbox"/> Student Study Team (SST) <input type="checkbox"/> IEP Meeting <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____</p>	<p>Verified by:</p> <p>_____ _____ _____ _____ _____ _____ _____</p>
<p>(4) Assessment *</p> <p>The program provides candidates with the knowledge of current theories and methods of using assessment data to support data-based decision making for the purpose of understanding, evaluating and promoting positive pupil performance, program outcomes, and school climate. Candidates develop an understanding of the influence of multiple factors on pupil achievement. The program requires candidates to analyze assessment information in a manner that produces valid inferences when evaluating the needs of individual pupils and assessing the effectiveness of educational programs.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:</p> <p><input type="checkbox"/> SW 865 <input type="checkbox"/> SW 741 <input type="checkbox"/> IFG Curriculum</p> <p><b>Field Demonstration:</b></p> <p><input type="checkbox"/> SW 740 <input type="checkbox"/> Interdisciplinary Team <input type="checkbox"/> Student Study Team (SST) <input type="checkbox"/> IEP Meeting <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____</p>	<p>Verified by:</p> <p>_____ _____ _____ _____ _____ _____ _____</p>

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<p>(5) Comprehensive Prevention and Early Intervention for Achievement *</p> <p>The program provides candidates with opportunities and experiences to display and understanding of the factors that contribute to successful learning. In order to help pupils attain high learning goals, the program provides candidates with the knowledge to identify problems in their earliest stages and to implement prevention and early intervention strategies for addressing these problems. The program requires candidates to demonstrate knowledge of classroom, school, family, and community factors that support pupil learning and to develop skills to assist pupils who experience learning difficulties.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:</p> <p><input type="checkbox"/> SW 865 <input type="checkbox"/> SW 741 <input type="checkbox"/> IFG Curriculum</p> <p><b>Field Demonstration:</b></p> <p><input type="checkbox"/> SW 740 <input type="checkbox"/> Interdisciplinary Team <input type="checkbox"/> Student Study Team (SST) <input type="checkbox"/> IEP Meeting <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____</p>	<p>Verified by:</p> <p>_____ _____ _____ _____ _____ _____ _____</p>
<p>(6) Professional Ethics and Legal Mandates</p> <p>The program provides candidates with opportunities and experiences to display an understanding of professional codes of ethics and current legal mandates, as well as an awareness of the range of legal issues, such as, statutory, regulatory, and case law affecting the delivery of pupil services. The program requires candidates to demonstrate the ability to assess information about legal and ethical matters.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:</p> <p><input type="checkbox"/> SW 865 <input type="checkbox"/> SW 741 <input type="checkbox"/> IFG Curriculum</p>	<p>Verified by:</p> <p>_____ _____ _____</p>
<p>(7) Family-School Collaboration *</p> <p>The program provides candidates with opportunities and experiences to display an understanding of the ways in which pupil development, well-being, and learning are enhanced by family-school collaboration. The program requires candidates to work with parents to foster respectful and productive family-school collaboration.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:</p> <p><input type="checkbox"/> SW 865 <input type="checkbox"/> SW 741 <input type="checkbox"/> IFG Curriculum</p> <p><b>Field Demonstration:</b></p> <p><input type="checkbox"/> SW 740 <input type="checkbox"/> Interdisciplinary Team <input type="checkbox"/> Student Study Team (SST) <input type="checkbox"/> IEP Meeting <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____</p>	<p>Verified by:</p> <p>_____ _____ _____ _____ _____ _____ _____</p>
<p>(8) Self-esteem and Personal and Social Responsibility</p> <p>The program provides candidates with opportunities and experiences to assess their own self-esteem and to demonstrate an understanding of principles associated with the building of (a) self-esteem, (b) personal and social responsibility, and (c) their relationship to the life-long learning process.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:</p> <p><input type="checkbox"/> SW 865 <input type="checkbox"/> SW 741 <input type="checkbox"/> IFG Curriculum</p>	<p>Verified by:</p> <p>_____ _____ _____</p>

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<p>(9) School Safety and Violence Prevention *</p> <p>The program provides candidates with opportunities and experiences to understand ways in which school environments can enhance the safety and well-being of all pupils. The program provides candidates with the knowledge and models of systematic school safety planning that includes comprehensive school climate and crisis response plans addressing elements of prevention, intervention, and treatment. The program provides candidates with opportunities and experiences to demonstrate knowledge and skills to assist in the development and implementation of a comprehensive program to reduce the incidence of school site violence. The program provides candidates with knowledge and skills that address the needs of witnesses, victims and perpetrators of violence as they relate to improved behavior and enhanced teaching and learning.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:</p> <p><input type="checkbox"/> SW 865</p> <p><input type="checkbox"/> SW 741</p> <p><input type="checkbox"/> IFG Curriculum</p> <p><b>Field Demonstration:</b></p> <p><input type="checkbox"/> SW 740</p> <p><input type="checkbox"/> Interdisciplinary Team</p> <p><input type="checkbox"/> Student Study Team (SST)</p> <p><input type="checkbox"/> IEP Meeting</p> <p><input type="checkbox"/> Other _____</p> <p><input type="checkbox"/> Other _____</p>	<p>Verified by:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>(10) Consultation *</p> <p>The program provides candidates with opportunities and experiences to demonstrate knowledge and appreciation of theories, models, and processes of consultation. The program provides candidates with opportunities and experiences to display the ability to use communication, interpersonal, and problem-solving skills in consultation with teachers, administrators, other school personnel, family members, community groups, and agencies. Candidates demonstrate skills in using a decision-making process when consulting and collaborating with others to (a) identify problem areas, (b) collect and analyze information to understand problems, (c) make decisions about service delivery, and (d) evaluate the implementation and outcomes of the service delivery plan.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:</p> <p><input type="checkbox"/> SW 865</p> <p><input type="checkbox"/> SW 741</p> <p><input type="checkbox"/> IFG Curriculum</p> <p><b>Field Demonstration:</b></p> <p><input type="checkbox"/> SW 740</p> <p><input type="checkbox"/> Interdisciplinary Team</p> <p><input type="checkbox"/> Student Study Team (SST)</p> <p><input type="checkbox"/> IEP Meeting</p> <p><input type="checkbox"/> Other _____</p> <p><input type="checkbox"/> Other _____</p>	<p>Verified by:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>(11) Learning Theory and Educational Psychology</p> <p>The program provides candidates with opportunities and experiences to display an understanding of learning theories and factors influencing learning and teaching such as cognition, memory, attention skills, perceptual-sensory processes, emotional state, motivation, organizational skills, gender, cultural differences. Candidates know how to evaluate the congruence between instructional strategies and pupil learning assets and deficits.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:</p> <p><input type="checkbox"/> SW 865</p> <p><input type="checkbox"/> SW 741</p> <p><input type="checkbox"/> IFG Curriculum</p>	<p>Verified by:</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>(12) Professional Leadership Development *</p> <p>The program provides candidates with opportunities and experiences to display an understanding of the development, improvement and evaluation of programs that support effective pupil learning. The program also provides candidates with an understanding of the importance of leadership by the pupil personnel services provider in operating as a systems change agent.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:</p> <p><input type="checkbox"/> SW 865</p> <p><input type="checkbox"/> SW 741</p> <p><input type="checkbox"/> IFG Curriculum</p> <p><b>Field Demonstration:</b></p> <p><input type="checkbox"/> SW 740</p> <p><input type="checkbox"/> Interdisciplinary Team</p> <p><input type="checkbox"/> Student Study Team (SST)</p> <p><input type="checkbox"/> IEP Meeting</p> <p><input type="checkbox"/> Other _____</p> <p><input type="checkbox"/> Other _____</p>	<p>Verified by:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>

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<p>(13) Collaboration and Coordination of Pupil Support Systems *</p> <p>The program provides opportunities and experiences to collaborate effectively with community-based organizations, agencies, and other professionals. Candidates demonstrate knowledge of programs and services within a comprehensive model of support at the school site level designated to promote high expectations and increase pupil learning and achievement.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:</p> <p><input type="checkbox"/> SW 865</p> <p><input type="checkbox"/> SW 741</p> <p><input type="checkbox"/> IFG Curriculum</p> <p><b>Field Demonstration:</b></p> <p><input type="checkbox"/> SW 740</p> <p><input type="checkbox"/> Interdisciplinary Team</p> <p><input type="checkbox"/> Student Study Team (SST)</p> <p><input type="checkbox"/> IEP Meeting</p> <p><input type="checkbox"/> Other _____</p> <p><input type="checkbox"/> Other _____</p>	<p>Verified by:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>(14) Human Relations *</p> <p>The program provides candidates with opportunities and experiences to demonstrate self-awareness, sensitivity to others, and skillfulness in relating to individuals and groups. The program provides candidates with opportunities and experiences to understand the importance of socio-psychological concepts of group formation, reference groups, inter-group and intra-group relations and conflict. The program provides candidates with opportunities and experiences to demonstrate an ability to facilitate group process and mediate conflict.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:</p> <p><input type="checkbox"/> SW 865</p> <p><input type="checkbox"/> SW 741</p> <p><input type="checkbox"/> IFG Curriculum</p> <p><b>Field Demonstration:</b></p> <p><input type="checkbox"/> SW 740</p> <p><input type="checkbox"/> Interdisciplinary Team</p> <p><input type="checkbox"/> Student Study Team (SST)</p> <p><input type="checkbox"/> IEP Meeting</p> <p><input type="checkbox"/> Other _____</p> <p><input type="checkbox"/> Other _____</p>	<p>Verified by:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>(15) Technological Literacy *</p> <p>The program provides candidates with opportunities to understand and demonstrate skills in current technology for communication and collecting, organizing, distributing and analyzing data and resources in order to facilitate effective and appropriate outcomes in program management and individual student achievement.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:</p> <p><input type="checkbox"/> SW 865</p> <p><input type="checkbox"/> SW 741</p> <p><input type="checkbox"/> IFG Curriculum</p> <p><b>Field Demonstration:</b></p> <p><input type="checkbox"/> SW 740</p> <p><input type="checkbox"/> Interdisciplinary Team</p> <p><input type="checkbox"/> Student Study Team (SST)</p> <p><input type="checkbox"/> IEP Meeting</p> <p><input type="checkbox"/> Other _____</p> <p><input type="checkbox"/> Other _____</p>	<p>Verified by:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>

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<p>(16) Supervision and Mentoring *</p> <p>The program provides candidates with opportunities and experiences to demonstrate knowledge of models of supervision used to mentor pre-professionals in practice and field experience placements. Candidates recognize the important role the field-site supervisors play in pre-professional training of future pupil personnel service providers.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:</p> <input type="checkbox"/> SW 865 <input type="checkbox"/> SW 741 <input type="checkbox"/> IFG Curriculum	<p>Verified by:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
	<p><b>Field Demonstration:</b></p> <input type="checkbox"/> SW 740 <input type="checkbox"/> Interdisciplinary Team <input type="checkbox"/> Student Study Team (SST) <input type="checkbox"/> IEP Meeting <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____	

**Specialization Standards**

<p>(17) Social Work Foundations</p> <p>In addition to the generic standards required of all members of the Pupil Personnel Services (PPS) team, the preparation program provides candidates with a strong foundation in the knowledge base of social work. There is a special emphasis on school social work, in order to support the full development of pupils, their schools, the resources of their families and the linkages of community service resources, working in partnership toward the shared goal of pupils' success.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:</p> <input type="checkbox"/> SW 865 <input type="checkbox"/> SW 741 <input type="checkbox"/> IFG Curriculum	<p>Verified by:</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>(18) Professional Ethics</p> <p>Candidates demonstrate the ability to practice according to ethical standards including the National Association of Social Workers (NASW) Code of Ethics and the NASW Standards for School Social Work Services. Candidates demonstrate the ability to analyze and resolve ethical dilemmas that emerge in the practice of school social work.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:</p> <input type="checkbox"/> SW 865 <input type="checkbox"/> SW 741 <input type="checkbox"/> IFG Curriculum	<p>Verified by:</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>(19) Wellness and Resiliency Promotion *</p> <p>Candidates demonstrate the ability to promote healthy emotional development and resiliency of pupils by designing, implementing and evaluating services and programs at the individual, group, and institutional level. These programs and services are designed for pupils, staff, families, and the communities to maximize educational, social and promotional outcomes.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:</p> <input type="checkbox"/> SW 865 <input type="checkbox"/> SW 741 <input type="checkbox"/> IFG Curriculum	<p>Verified by:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
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<p>(20) Direct Learning Support Services *</p> <p>Candidates demonstrate the ability to perform culturally competent, bio-psychological assessments of pupils, their families, and their social and school environments. Candidates demonstrate the ability to deliver a continuum of prevention and intervention opportunities, services, and supports to maximize positive academic, social, and emotional outcomes to pupils, their families, and to enhance the school community for all its members. Candidates understand and use the basic methods of social work intervention, which may include counseling, crisis intervention, casework, group work, community organizing, consultation, case management, family therapy, and effective educational strategies.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:  <input type="checkbox"/> SW 865  <input type="checkbox"/> SW 741  <input type="checkbox"/> IFG Curriculum</p> <p><b>Field Demonstration:</b>  <input type="checkbox"/> SW 740  <input type="checkbox"/> Interdisciplinary Team  <input type="checkbox"/> Student Study Team (SST)  <input type="checkbox"/> IEP Meeting  <input type="checkbox"/> Other _____  <input type="checkbox"/> Other _____</p>	<p>Verified by:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>(21) Systems Level Learning Support Services *</p> <p>Candidates demonstrate the ability to assess, design, advocate for, and deliver direct and indirect services to affect culturally sensitive educational outcomes at the systemic level. These activities are based on knowledge of the mission and function of the school, school district and community, and how these systemic factors contribute to learning outcomes in both positive and negative ways.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:  <input type="checkbox"/> SW 865  <input type="checkbox"/> SW 741  <input type="checkbox"/> IFG Curriculum</p> <p><b>Field Demonstration:</b>  <input type="checkbox"/> SW 740  <input type="checkbox"/> Interdisciplinary Team  <input type="checkbox"/> Student Study Team (SST)  <input type="checkbox"/> IEP Meeting  <input type="checkbox"/> Other _____  <input type="checkbox"/> Other _____</p>	<p>Verified by:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>(22) Pupil, Family, Faculty and Community Linkages and Partnerships *</p> <p>Candidates demonstrate the skills to create and maintain linkages and partnerships with pupils, families, faculty and staff and the community. Candidates demonstrate the ability to advocate for and partner with a wide range of service integration efforts and provides to enhance pupil's ability to define, work toward and reach their full academic and personal potential.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:  <input type="checkbox"/> SW 865  <input type="checkbox"/> SW 741  <input type="checkbox"/> IFG Curriculum</p> <p><b>Field Demonstration:</b>  <input type="checkbox"/> SW 740  <input type="checkbox"/> Interdisciplinary Team  <input type="checkbox"/> Student Study Team (SST)  <input type="checkbox"/> IEP Meeting  <input type="checkbox"/> Other _____  <input type="checkbox"/> Other _____</p>	<p>Verified by:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>(23) Research</p> <p>Candidates demonstrate knowledge of and skills in completing the essential steps and processes of research, with particular attention to: problem formulation based on theory and previous research, issues related to assessment and measurement, the logic of research design, data collection and analysis, and the appropriate interpretation of results upon which the conclusions are based. Candidates demonstrate the ability to assess and critically analyze research related to schools and communities.</p>	<p>How was Standard Met?</p> <p>Academic-Theory/Principles:  <input type="checkbox"/> SW 865  <input type="checkbox"/> SW 741  <input type="checkbox"/> IFG Curriculum</p>	<p>Verified by:</p> <p>_____</p> <p>_____</p> <p>_____</p>

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<p>(24) Field Experience *</p> <p>Candidates demonstrate competency in school social work practice by successfully completing 1000 clock hours of field experience. At least 450 clock hours are school-based practice supervised by a credentialed practitioner, of which a minimum 100 hours are with at least ten (10) pupils of an ethnic background different from that of the candidate. The school assignment is provided in at least two age groups (preschool, elementary, middle, high school) with a minimum of 100 clock hours at each setting, not to exclude distant services and programs or alternative school settings.</p>	<p>How was Standard Met?</p> <p><b>Field Demonstration:</b></p> <p><input type="checkbox"/> SW 740 / 741</p>	<p>Verified by:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>(25) Demonstration of Candidate Competence</p> <p>Prior to recommending candidates for a School Social Work Credential, one or more persons who are responsible for the program determine that candidates have satisfied each professional standard. This demonstration is based on thorough documentation and written verification by at least one district supervisor and one institutional supervisor. Candidates have also documented that they have earned an appropriate graduate degree from an accredited institution of higher learning.</p>	<p>How was Standard Met?</p> <p><input type="checkbox"/> SW 865</p> <p><input type="checkbox"/> SW 740 / 741</p> <p><input type="checkbox"/> IFG Curriculum</p>	<p>Verified by:</p> <p>_____</p> <p>_____</p> <p>_____</p>

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Additional written comments can be added at the discretion of any authorized individual participating in the candidate's professional training (academic program, field instructor, seminar instructor).

I verify that I have met with \_\_\_\_\_ and reviewed the CTC standards and verified those met in one of the following venues: academic program, field placement, or field seminar.

\_\_\_\_\_  
Field Instructor (signature)                      Date

\_\_\_\_\_  
Field Instructor's Name (please print)

\_\_\_\_\_  
Academic Program                                      Date

\_\_\_\_\_  
Credential Candidate                                      Date

Recommendation of Credential Coordinator:

- Candidate has successfully met all standards
- Candidate has not successfully met all standards

\_\_\_\_\_  
Credential Coordinator                                      Date