HUMAN SERVICES CAREERS PROGRAM REFERENCES FOR HUMAN SERVICES CAREERS FIELD PLACEMENT

Student's Name:		Date:
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To the Reference Writer: The student named above is applying for permission to take a field experience in the Human Services Careers Program. Please rate the applicant with respect to the nine **Ethical Standards for Human Service Workers** listed below. Compare the student with other individuals with whom you have been associated at a similar stage in their careers. Thank you for your candid appraisal of the student. Your assistance will aid in the appropriate placement of the student in a field experience site. **Note: *If you have had insufficient evidence to form an opinion, please circle the IE column.*

- 1 = Outstanding/Exceeds Expectations/Consistently Observed
- 2 = Meets Expectations/Observed
- 3 = Needs Improvement/Observed Sometimes
- 4 = Unacceptable/Seldom Observed
- IE = insufficient evidence/Not observed

Rating					Statement	Additional Comments:
1	2	3	4	IE/ NO	Treats people with respect and dignity.	
1	2	3	4	IE/ NO	2. Helps every person to the best of ability.	
1	2	3	4	IE/ NO	3. Respects individual privacy.	
1	2	3	4	IE/ NO	4. Maintains confidential relationships.	
1	2	3	4	IE/ NO	5. Engages only in activities in which they are competent.	

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1	2	3	4	IE/ NO	6. Maintains professional helping relationships.
1	2	3	4	IE/ NO	7. Continues to upgrade their skills.
1	2	3	4	IE/ NO	8. Protects community against unethical practices
1	2	3	4	IE/ NO	9. Respects colleagues and relates to them in a professional manner.

Please add any comments that you feel would enhance/clarify the above assessment:

Name:	Phone:	
Organization:	Position:	
Email:		

Please return to:

Ambre Bernards - Instructor Human Services via email <u>Ambre.Bernards@kirkwood.edu</u> or mail to: Kirkwood Community College

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Cedar Rapids, IA 52404