



Grand Canyon University

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Social Work

Field Education Contractual Agreement

THIS AGREEMENT dated this 29th day of July, 2025, between Tehama County Department of Social Services of 310 S. Main Street Red Bluff CA 96080, hereinafter known as “AGENCY”, and Grand Canyon University, hereinafter known as “GCU”.

WHEREAS, the parties wish to provide adequate instruction and clinical supervision for Social Work of GCU from 8/14/2025 until 8/13/2028; and

WHEREAS, the AGENCY maintains facilities suitable for said instruction, IT IS AGREED between the parties as follows:

A. GCU agrees:

1. To provide educational oversight—guidance and direction—for the instruction of the field education student using the facilities.
2. That field education student will abide by the policies and rules of the AGENCY.
3. Provide orientation information to the Field Instructor as needed.
4. That each student will observe and/or provide care for the selected patients/clients within their scope of practice as defined by the State Board of Behavioral Health.
5. That each student will meet the health requirements of the AGENCY.
6. That each student is responsible for providing his/her own health insurance. In the event of an emergency, the agency will provide such emergency care. The student will be responsible for any charges thus generated.
7. That each student will be required to provide proof of his/her own professional liability insurance in the amounts of 1,000,000/3,000,000 to the GCU Field Education Counselors.
8. To indemnify, defend, and hold free and harmless the AGENCY and/or its employees from any and all liability which may arise solely by reason of any negligent act or GCU or any its employees.
9. The GCU Field Liaison will assign a grade based on the Field Instructors evaluation, assessment of the agency activity logs, participation and completion of course assignments.

B. THE AGENCY agrees:

1. To interview GCU students when open intern positions are available.
2. To provide direct supervision by an individual with state licensed Master of Social Work.
3. Supervision needs to occur at the rate of 1 hour of supervision for every 20 hours worked or 1 hour weekly supervision if student is an employee. Supervision may be an individual or group format, or both. If group format is utilized for supervision there may be no more than six supervisees in attendance. Generally, staff meetings do not meet the criteria for supervision
4. The Field Instructor must verify that he/she has maintained written documentation to validate all supervision hours he/she verifies.
5. The agency Field Instructor and the GCU Field Liaison will maintain ongoing communication during the semester to discuss the student's progress. The agency's Field Instructor will notify the Office of Field Experience immediately in the event the student's performance becomes unsatisfactory.
6. The Agency Field Instructor will approve the student's WorkLopes Time Logs.
7. The Field Instructors and the GCU student will complete the Learning Agreement and submit to the Field Liaison.
8. The Field Instructor and the GCU student will complete the student's evaluation based on the competencies and activities agreed upon in the learning agreement and submitted to the Field Liaison.
9. The Agency will provide students with sound clinical and ethical experience and will enforce professional policies/state ethical guidelines.
10. To indemnify, defend, and hold free and harmless GCU and/or its employees from any and all liability which may arise solely by reason of any negligent act or omission of Agency and/or its employees.

C. EITHER PARTY may terminate this contract at any time, for any reasons, upon ninety (90) days notice.

- D. 1. FERPA - The Parties agree to protect the participants' educational records in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g and any applicable policy of the Parties. To the extent permitted by law, the Parties may share information from participants' educational records with each other so that each can perform its respective responsibilities under this Agreement but shall not disclose or share education records with any third party.

IN WITNESS WHEREOF, the parties thereto have executed this agreement as of the day and year written below:

GRAND CANYON UNIVERSITY

Cheryl McAuliffe

Dr. Cheryl McAuliffe

Director of Social Work, College of Humanities and Social Sciences

Date: 10/14/2025

TEHAMA COUNTY DEPARTMENT OF SOCIAL SERVICES

Bekkie F Emery

Bekkie F Emery

Director

Date: 10/7/2025