

CREDENTIAL FOR
STRENGTHS-BASED FAMILY WORKERS



Application for Enrollment

Please return completed application by:

Fall Classes by August 23, 2024 - Spring Classes by December 20, 2024

810 River Avenue Suite 300

Pittsburgh, PA 15212

Attention: Eva Bey

or

Eva.Bey@alleghenycounty.us

PART I. PLEASE TYPE OR PRINT NEATLY

Name (*First MI Last*): _____

Date of Birth: _____

Agency Affiliation: _____

Position: _____

Address: _____

City: _____ State: PA Zip: _____

Phone #: _____ Fax Number: _____

E-mail Address Agency: _____

Home Address: _____

City _____ Zip _____

Home Phone: _____ Home Email: _____ Cell: _____

Class that you are applying for (see the last two pages): **Fall Class 1** *Course will be remotely held at CCAC.*

To register for this class please call 412-788-7546 or go to WWW.CCAC.edu This is an accelerated Class.

Fall Class 2 Spring Class 3 Spring Class 4 ****Choose one of these ****

Level of Education:

GED High School Some College Bachelor's Degree

Advanced Degree Specify _____ Other Specify _____

Tuition for SFW is **\$525.00**. This includes class Registrations, Materials, Test, Practicum SFW Badge and Credential fees. Payment must be submitted **in full thirty (30) days after the start of class**. Partial scholarships may be awarded based on agency need. To apply, have your agency administrator complete and sign an application for Scholarship.

For individuals not affiliated with an agency and are interested in applying, please contact Eva Bey SFW Manager, (412) 350-5805

How will your SFW Tuition be paid? Agency _____ Self _____ Other _____

PART II.

1a) What experience do you have in working with individuals and families and how many families are you currently serving? (If you are not currently working with individuals and families, skip to question 1b)

1b) If you are not currently working with individuals and families, why do you want to take this training? Include your personal goals as they relate to working with individuals and families.

1c) How do you think that the SFW credential will help you to enhance your personal and/or professional goals.

2) What strengths do you bring to your work?

3) What areas in your work would you like to strengthen?

4) How do you see yourself using this credential?

PART III

- **ATTENDANCE: Virtual – ZOOM:** There will be an Orientation, four-day Foundations of Strength-Based Practice classes, and Six Core Courses which all must be completed to be approved to take the SFW Credential Test. Once a student passes the test, they will attend a Seven Week SFW Practicum through the Temple CANVAS system. If a student fails, the test they can retest twice.
- There is a fee of \$25.00 for each retesting, which the student or their employer is required to make payment to Temple University Harrisburg SFW.
- **ASSIGNMENTS: Students are** expected to **complete in-class assignments and discussions** during the Foundations and Core Course sessions. They are designed to extend what is learned in class and to practice new skills. Some of the modules may require students to read pre-session articles or videos prior to classes.
- Students will be registered in the Destiny One Registrar through Temple at the beginning of the SFW program. Before taking the Credential test, Temple will enroll students in their CANVAS on- line educational system where they will create their pass codes for the completion of the Seven-week Practicum. Practicums are scheduled to begin within two weeks after the testing date. If a student fails the test, they will be required to retest and pass before they are assigned to the practicum.
- Temple will send students the required Practicum Assignment Tracking Sheet which will list the dates of the practicum sessions, and assignments due.
- **The Practicum work will be scored using a point system. Temple will deduct points for late assignments received. Missing assignment responses and low scores can hamper your ability to receive your credential, which will lead to failure of the complete course.**
- If an unusual circumstance occurs whereby a student must temporally postpone their practicum assignments, the student must get approval from their supervisor and complete the SFW Practicum Extension Policy Request Form and return it to the SFW Manager who will review and return it to Temple University Harrisburg.
- Once Temple approves the extension, a date is scheduled for a continuance. There is an additional cost for the extension which the student or their employer is responsible for making payment to Temple University Harrisburg SFW.

Class Attendance:

• **MISSING CLASSES OR ARRIVING LATE:**

Students are required to make-up a class missed. If a student misses 3 classes within the semester they will be withdrawn from the class.

- **Fifteen Minute Rule:** Any participant who misses more than 15 minutes of a training session will not receive credit for the day's training and must make up the session. To assure accountability of the time and resources being invested in training and to ensure proper documentation of course hours with regards to required course time, compliance with this attendance rule is necessary.
- **CLASS REQUIREMENTS:** To be able to focus solely on your own professional development for this training and not be distracted by other work responsibilities, please have phones off or on vibrate during class. No social media or texting permitted. You must be visible on-screen during class and mike muted unless you are in group discussions or asking questions. You may use the chat function in Zoom to send messages or comments.
- **PAYMENT POLICY:** Tuition for the SFW course is \$575.00. The \$575.00 fee will be due no later than 30 days after the start of class. Please provide your Fiscal person's name, phone number, email address.
- Checks are to be made out to: SFW Temple University Harrisburg C/O Eva Bey 810 River Avenue Suite 300 Pittsburgh, Pa 15212.
- For the accelerated fall class held virtually through CCAC - Payments must be submitted at the time of registration for that class using the CCAC Registration form. The form will be provided upon request.

Agency Fiscal Administrator: _____

Phone: _____ Email: _____

Special accommodation?

Sight: Hearing: Other: Specify _____

Memorandum of Understanding/Commitments

SFW's COMMITMENT

SFW agrees to provide the following for participants:

- An instructional team made up of:
 - Trained and approved SFW class instructors
 - SFW Manager
- Instructional materials: Class Handouts sent via email prior to each class.
- Pre- Course reading materials, video links
-
- Credential Test Study Guides & Glossaries
- Temple University Harrisburg issuing to student -Registration for Credential Test
Temple Canvas Seven Week Practicum Course - Virtual
Practicum Tracking Sheet for each required scheduled session and assignments.
- Temple University Harrisburg issuing of the SFW Credential and Badge

CANDIDATE'S COMMITMENT

I agree to the above Learning Contract to fully participate in the SFW course, Practicum and Credential process, and demonstrate its application to my work as appropriate.

I agree to attend the required classes: Four Foundations sessions, Six SFW Core Courses and the SFW Practicum- (Temple Canvas System). If I cannot attend class, I will notify my employer and instructor immediately. I will complete any make-up work or class as required.

CANDIDATE'S NAME: SIGNATURE: _____

Date: _____

AGENCY'S COMMITMENT: (AGENCY SUPERVISOR MUST SIGN APPLICATION)

I will support _____ for the SFW training program by allowing the participant time to fulfill the obligations of the Program:

Supervisor Name (please print): _____

Supervisor Mailing Address: _____

Supervisor Signature: _____ Date: _____

Supervisor Phone: _____ Email : _____



Contact Information:

Eva Bey, SFW Manager
Allegheny County Department of Human Services
412- 350-5805 / Fax 412-323-2100
Eva.Bey@alleghenycounty.us



SFW Virtual Class Schedules 2024-2025

Fall Semester

Fall Semester

Accelerated class CCAC Virtual

Group # 1 Thursdays – 9:00 a.m. -4:00 p.m.

Instructors: TBA

September 5, 2024 Orientation /Foundations 1
September 12 2024, Foundations 2&3
September 19, 2024, Foundations 4
September 26, 2024, Client Centered Counseling P1&2
October 3, 2024 Client Centered P3&4
October 10, 2024 Client Centered P 5&6
October 17, 2024 Creating A Safe Environment P 1
October 24, Creating A Safe Environment P 2
October 31, 2024 Creating A Cultural Understanding P1
November 7, 2024 Creating A Cultural UnderstandingP2
November 14, 2024 Professionalism P1
November 21, 2024 Professionalism P2
December 5, 2024 Systems Approach **Advocacy**
December 12, 2024 Strength -Based Assessment P1
December 19, 2024 Strength -Based Assessment P2
January 9, 2025 SFW Credential Test – Temple Harrisburg
SFW Practicum TBA-Temple University

Spring Semester

Group 3 Wednesdays -9:00a.m.-4:00p.m

Instructors: TBA

January 15, 2025 Orientation /Foundations 1
January 29, 2025 Foundations 2&3
February 12, 2025 Foundations 4
February 26, 2025 Client Centered Counseling P1&2
March 12, 2025 Client Centered P3&4
March 26, 2025 Client Centered P5&6
April 9, 2025 Creating a Safe Environment P1
April 23, 2025 Creating a Safe Environment P2
May 7, 2025 Creating A Cultural Understanding P1
May 21, 2025 Creating A Cultural Understanding P2
June 1, 2025 Professionalism P1
June 18, 2025 Professionalism P2
July 2, 2025 Systems Approach Advocacy
July 16, 2025 Strength-Based Assessment P1
July 30, 2025 Strength -Based Assessment P2
August 13, 2025 SFW Credential Test- Temple Harrisburg
SFW Practicum TBA Temple University

Group #2 Fridays -9:00 a.m.-4:00 p.m.

Instructors: TBA

October 4, 2024 Orientation/Foundations 1
October 18, 2024 Foundations 2&3
November 1, 2024 Foundations 4
November 15, 2024 Client Centered Counseling P1&2
December 6, 2024 Client Centered P3&4
December 20, 2024 Client Centered P5&6
January 3, 2025 Creating A Safe Environment P1
January 17, 2025 Creating A Safe Environment P2
January 31, 2025 Creating A Cultural Understanding P1
February 14, 2025 Creating A Cultural Understanding 2
February 28, 2025 Professionalism P1
March 14, 2025 Professionalism P2
March 28, 2025 Systems Approach Advocacy
April 11, 2025 Strength-Based Assessment P1
April 25, 2025 Strength-Based Assessment P2
May 2, 2025 SFW Credential Test- Temple Harrisburg
SFW Practicum TBA- Temple University

Spring Semester

Group 4 Fridays -9:00 a.m.- 4:00 p.m.

Instructors: TBA

January 17, 2025 Orientation/Foundations 1
January 31, 2025 Foundations 2&3
February 14, Foundations 4
February 28, 2025 Client Centered Counseling P1&2
March 14, 2025 Client Centered P3&4
March 28, 2025 Client Centered P5&6
April 11, 2025 Creating A Safe Environment P1
April 25, 2025, Creating A Safe Environment P2
May 9, 2025 Creating A Cultural Understanding P1
May 23, 2025 Creating A Cultural Understanding P2
June 3, 2025 Professionalism P1
June 20, 2025 Professionalism P2
July 3, Systems Approach Advocacy
July 18 2025 Strength-Based Assessment P1
August 1, 2025 Strength-Based Assessment P2
August 15, 2025 SFW Credential Test- Temple Harrisburg
SFW Practicum TBA Temple University