

CREDENTIAL FOR  
STRENGTHS-BASED FAMILY WORKERS



*Application for Enrollment*

Please return completed application by:

**Fall Classes by August 19, 2022 - Spring Classes by November 30, 2022**

**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 the attached 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)

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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.

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

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2) What strengths do you bring to your work?

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

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4) How do you see yourself using this credential?

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## PART III

### SFW LEARNING CONTRACT

- **ATTENDANCE: VIRTUAL** There will be an Orientation, Four ½ day Foundations of Strength-Based Practice classes, Six Core Courses and A Seven Week SFW Practicum You will **not be** permitted more than **one and half days (1½) absences** for the entire SFW course. **Exceeding this requirement could prevent you from receiving your credential.**
- **ASSIGNMENTS:** You will be expected to **complete in-class assignments** and discussions during the Foundations and Core class sessions. They are designed to extend what you learned in class and to practice your skills.
  - **Once a student completes the Four Foundations and Six Core Courses, Temple Harrisburg will register you for testing on the date listed on your class schedule. You will be issued the Temple Canvas Link and a pass code for the site for testing. After you pass the Credential test, Temple Harrisburg will register you to complete the Seven-week Course practicum for which you will also be scheduled to attend on the Canvas system.**
  - **You will be given class assignments during these sessions with a coordinated due date. Your work will be scored using a point system. Temple will deduct points for late assignments received. Low scores can hamper your ability to receive your credential.**
  - **A fifteen-minute rule applies to the SFW and Practicum sessions.**

#### **PLAGIARIZING: SFW STUDENTS ARE RESPONSIBLE FOR THE COMPLETION OF THEIR**

- **In-class and Practicum assignments. PLAGIARISM, USING OR CLOSELY IMITATING ANOTHER STUDENT'S CLASS WORK AS YOUR OWN, VIOLATES THE CLASS HONESTY AGREEMENT. PENALTY FOR THIS OFFENCE COULD INCLUDE A STUDENT'S DISMISSAL FROM THE PROGRAM, CONTACTING THEIR EMPLOYER, AND BEING PROHIBITED FROM RECEIVING THE SFW CREDENTIAL.**
- **MISSING CLASSES OR ARRIVING LATE:**
  - For a class missed, you will be required to complete a make-up 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 training. 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 sound muted unless you are in group discussions or asking questions.**
- **PAYMENT POLICY:** Tuition for the SFW course is **\$525.00**. The \$525 fee will be due no later than **30 days after the start of class. Please provide your Fiscal person's name and phone number, email.**

**Agency Fiscal Administrator:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

- A limited number of scholarships are available. You will be notified in writing if a full or partial amount would be awarded. Satisfactory completion of the Course is required.

#### **Any special accommodations?**

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 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
  - Temple University Harrisburg issuing to student -Registration for Credential Test  
Temple Canvas Seven week Practicum Course - Virtual
  - Temple University Harrisburg issuing the SFW Credential and the SFW Badge

### CANDIDATE'S COMMITMENT

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

I agree to attend the required classes 4 Foundations ½ day sessions, Six SFW Core Courses and SFW Practicum- (On Temple Canvas Platform). 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 release time to fulfill the obligations of the SFW 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](mailto:Eva.Bey@alleghenycounty.us)



**Fall SFW Virtual Schedules for 2022-23 Semester Year**

**Accerated Class**

**Group #1 CCAC – Thursdays 8:30 a.m. - 4:00 p.m.**

**Group #2 -Fridays 8:30 a.m. 4:00 p.m.**

**Fall Semester -Instructors:**

**Fall Semester- Instructors:**

**Eartha Sewell & Serena Washington**

**Kate Donnelly -Carol Troxell**

September 8 , 2022 Orientation/Foundations 1

October 14, 2022 Orientation/Foundations 1

September 15, 2022 Foundations 2 & 3

October 28, 2022 Foundations 2&3

September 22, 2022 Foundations 4

November 11 2022, Foundations 4

September 29 ,2022 Core Modules1- P1 &2

November 18, 2022 Core Module 1 P.1&2

October 6, Core Modules 1 P3 & 4

December 2, 2022 Core Module 1 P.3&4

October 13, 2022 Core Module 1 P.5&6

December 16, 2022 Core Module 1 P.5&6

October 20, 2022 Core Module 2 P.1

January 6, 2023, Core Module 2 P.1

October 27, 2022 Core Module 2 P.2

January 20, 2023 Core Module 2 P.2

November 3, 2022 Core Module 3 P.1

February 3 2023, Core Module 3 P.1

November 10, 2022 Core Module 3 P.2

February 17, 2023 Core Module 3 P.2

November 17, 2022 Core Module 4 P.1

March 3, 2023 Core Module 4 P.1

December 1, 2022 Core Module 4 P.2

March 17 2023 Core Module 4 P.2

December 8, 2022 Module 5

March 31, 2023 Core Module 5

December 15, 2022 Module 6 P.1

April 7, 2023 Core Module 6 P.1

December 22, Module 6 P.2

April 21, 2023 Core Module 6 P.2

**January 5th 2023 Credential Test -Temple**

**April 28, 2023 Credential Test -Temple**

**Temple Practicum TBA**

**Temple Practicum TBA**

**Spring SFW Virtual Training Schedule for 2022-2023 Semester Year**

**Group #3- Wednesdays 8:30 a.m.-4:00 p.m.**

**Group #4- Fridays 8:30 a.m.-4:00 p.m.**

**Spring Semester - Instructors:**

**Spring Semester- Instructors:**

**Adella Dixon & Rose Smiley**

**Colette Youngblood & Deidra Washington**

January 11, 2023 Orientation -Foundations 1

January 13, 2023 Orientation -Foundation 1

January 25, 2023 Foundations 2&3

January 27, 2023 Foundations 2&3

February 8, 2023 Foundations 4

February 10, 2023 Foundations 4

February 22, 2023 Core Module1P.1&2

February 24, 2023 Core Module 1 P.1&2

March 8, 2023 Core Module 1 P.3&4

March 10, 2023 Core Module 1P.3&4

March 22,2023 Core Module 1 P.5&6

March 24, 2023 Core Module 1 P.5&6

April 5,2023 Core Module 2 P.1

April 7, 2023 Core Module 2P.1

April 19, 2023 Core Module 2 P.2

April 21, 2023 Core Module 2 P.2

May 3, 2023 Core Module 3 P.1

May 5, 2023 Core Module 3 P.1

May 17, 2023 Core Module 3 P.2

May 19, 2023 Core Module 3 P.2

May 31, 2023 Core Module 4 P.1

June 2, 2023 Core Module 4 P.1

June 14, 2023 Core Module 4 P.2

June 16, 2023 Core Module 4.P.2

June 28, 2023Core Module 5

June 30, 2023 Core Module 5

July 12, 2023 Core Module 6 P.1

July 14, 2023 Core Module 6 P.1

July 19,2023 Core Module 6.2

July 21, 2023 Core Module 6 P.2

**August 3, 2023 SFW Test-Temple**

**August 5,2023 SFW Test-Temple**

**Temple Practicum TBA**

**Temple Practicum TBA**