July 2014

Memorandum

TO: SDSU Social Work Field Practicum Agencies / Community Partners

FROM: Candy Elson, MSW, LCSW, Director of Field Education, School of Social Work


This memo serves to verify that our social work interns enrolled and registered in their respective Graduate or Undergraduate Field Practicum Courses are covered through the Student Professional Liability Insurance Program (SPLIP) for the 2014-2015 Academic Year when a current SDSU Community-Based Service-Learning Agreement (aka MOU or contract) is in effect.

In accordance with the San Diego State University and Community-Based Organization Service-Learning Agreement under the “General Provisions Section,” the University shall provide professional personal general liability and educator’s errors and omissions liability coverage for students enrolled in Social Work credential programs performing community service for academic credit, through the Student Professional Liability Insurance Program (SPLIP) and Student Academic Field Experience for Credit Liability Insurance Program. (SAFECLEP) The coverage limits under this program are $1,000,000.00 each claim and $2,000,000.00 policy aggregate for all Covered Parties, and not per student.

Copies of 2014-2015 Certificates of Liability Insurance are available on SDSU’s Contracts and Procurement’s web site: http://bfa.sdsu.edu/prosvcs/servlearning.htm (The new policy summary documents are usually available by the end of July 2014)

Professional and General Liability Coverage Summaries: Student Academic Field Experience for Credit Liability Insurance Program (SAFECLIP) — for students performing community services or volunteer work for academic credit. Student Professional Liability Insurance Program (SPLIP).

Should you require further information regarding the Liability Insurance coverage and/or Service-Learning Agreements, please refer to http://bfa.sdsu.edu/prosvcs/servlearning.htm or Larry Verity Assistant Dean for College of HHSA via his administrative support: cnorberg@mail.sdsu.edu. Or Field Admin Support in the school of social work at swfield@mail.sdsu.edu

Thank you for your time and providing a high quality field instruction program for our interns.

Regarding the renewal of the contract, or Service Learning Agreement with your agency – if you have renewed in the last 1-2 years, the contract runs indefinitely and will not expire, unless canceled by either party since in June 2010, the Agreement form for Field Experience or Service Learning Agreements (SLA) was revised. This updated form was developed to maintain coverage for students and the university. Any time a student is engaged in an off-campus service learning experience in conjunction with a course for credit, a service learning agreement is needed in order to protect the student and the university.