



AFFILIATION AGREEMENT

The Ohio State University, on behalf of its College of Social Work ("OHIO STATE"), and

("AGENCY") agree as follows:

WHEREAS, OHIO STATE has established a program for professional development as part of its requirements leading to a degree from the College of Social Work (the "practicum experience"); and

WHEREAS, the AGENCY desires to aid the professional development of students in the College of Social Work;

NOW THEREFORE, in consideration of the mutual benefits to be received, the parties do hereby mutually agree to the following provisions:

1. OHIO STATE and the AGENCY shall mutually agree in writing on the selection and number of social work students eligible to participate, and the time and nature of their work while participating, in the practicum experience. OHIO STATE shall recommend placement of students to the AGENCY on the basis of the AGENCY's suitability, as determined by OHIO STATE to meet their educational needs.
2. While participating in the practicum experience, social work students shall be required to comply with all relevant policies and procedures of AGENCY, including rules relating to the confidentiality of patient information. AGENCY shall provide all necessary orientation, administrative guides and policies and procedures to social work students participating in the practicum experience.
3. Each party assures that it will not discriminate against any individual on the basis of age, ancestry, color, disability, ethnicity, gender, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, pregnancy, race, religion, sex, sexual orientation, or protected veteran status, or any other basis under the law.
4. The social work students participating in the practicum experience shall be entitled to observe the holidays of the AGENCY and OHIO STATE.
5. OHIO STATE shall withdraw any social work student from the practicum experience if the student is found not to be acceptable for reasons of performance or reasonable cause on the recommendation of the AGENCY, the OHIO STATE Coordinator of Field Instruction, the Dean of the College of Social Work or their designee. Prior to withdrawal of a social work student from the practicum experience with the AGENCY, a discussion of the pertinent facts will be conducted with all persons concerned. Notwithstanding anything contained herein to the contrary, to the extent AGENCY requests the withdrawal of a student from the practice experience, OHIO STATE will comply with that request pending the outcome of the discussion of pertinent facts.
6. During the practicum experience, the primary mission for participating social work students shall be educational.
7. Social work students participating in the practicum experience are not employees of the AGENCY for the purpose of this agreement. Students may be eligible for grants and/or stipends, which will be disclosed by the AGENCY to OHIO STATE, and will be monitored by OHIO STATE.
8. OHIO STATE shall grant fee authorizations to the AGENCY in accordance with OHIO STATE's standard practices, as they may be modified from time to time, if the AGENCY meets the criteria determined by OHIO STATE.

9. OHIO STATE shall require students assigned to the AGENCY to be covered by professional liability insurance. The AGENCY may require participating social work students to provide verification of their coverage.
10. The AGENCY shall provide participating social work students the physical facilities, supplies and equipment that the parties mutually agree to as necessary for the appropriate management of the practicum experience.
11. The AGENCY agrees to complete all forms requested by OHIO STATE including student evaluation reports, and any other reports necessary to evaluate and monitor the practicum experience.
12. The AGENCY shall arrange emergency medical care, to the extent of AGENCY's capabilities to any student for any injury sustained in the course of the practicum experience. The AGENCY shall not be further responsible for any injury to a student which may occur as a result of this affiliation, unless such injury was caused by the negligent, reckless or willful act of omission of the AGENCY, its employees or its agents.
13. The term of this Agreement shall be for one academic year commencing on _____, (the "Anniversary Date"). This Agreement shall automatically renew for additional one year terms if neither Party delivers to the other Party a written notice of cancellation 30 days prior to the Anniversary Date. Either Party may cancel this agreement for any reason upon 60 days prior written notice to the other Party.
14. Each Party, at its sole cost and expense, shall insure its activities in connection with this Agreement and obtain, keep in force and maintain a program of insurance, which it may maintain through self insurance, as follows: 1.) Comprehensive General Liability Insurance of not less than \$1,000,000 per occurrence and \$3,000,000 in the aggregate. 2.) Bodily injury insurance of not less than \$1,000,000 per occurrence. It should be expressly understood; however, that the coverages required under this Section shall not in any way limit the liability of either Party. The Parties shall, upon request, furnish each other with Certificates of Insurance evidencing compliance with all requirements. If any of the required insurance policies are canceled or have a material change in coverage before the expiration date of the contract or agreement, the party experiencing such cancellation or change shall provide thirty (30) days prior written notice to the other party.
15. All notices which may be necessary or proper for either party shall be addressed as follows:

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| If to OHIO STATE: | Director of Field Education OSU, College of Social Work 1947 College Road Columbus, Ohio 43210 (614) 292-7686 |
| If to the AGENCY: | _____ _____ _____ _____ (_____)_____ |
16. No prior representation, warranty, condition or agreement of any kind or nature shall be binding upon the parties unless incorporated in this agreement. This agreement contains all the terms and conditions agreed upon by the parties.

17. This agreement shall be construed in accordance with the laws of state of Ohio. Any legal actions, claims, or demands shall be handled in a court of competent jurisdiction within the state of Ohio.

Signatures

FOR THE AGENCY

Agency Representative Signature

Date

Print Name

Print Title

FOR THE OHIO STATE UNIVERSITY

OSU Representative Signature

Date

Print Name

Print Title

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