## Checklist for completing a direct observation

Identify a suitable piece of work to be observed.

Student or PE seek consent from the individuals and / or carers involved, and other professionals (where applicable).

* 1. See <https://cascadewales.org/masw/> for information and consent forms to use.

Preparing for the Observation:

* 1. Student completes a written preparation and submits to the PE and / or the observer beforehand.

Conduct the observation:

* 1. The student is observed by a qualified social worker carrying out the agreed piece of work.

The observer asks the individual and / or carer to provide feedback on the student’s practice.

* 1. See <https://cascadewales.org/masw/> for feedback forms you can use.

Post-observation discussion:

* 1. Observer and student discuss the observation, with verbal feedback given to the student by the observer.

Student receives written feedback from the observer.

Student completes reflective account and submits to the PE (and the observer, if not the PE).

Student receives written feedback on their reflective account from the PE.

Student and PE discuss the observation during their next formal supervision, identifying any learning needs and start planning for the next direct observation.