TRANSFER APPLICANT CASE SUMMARY

Required for MSW Transfer Applicants

To the Applicant: A psychosocial history on a case and a summary recording of one session on the same case are required for all MSW Transfer Applicants. Please submit completed Case Summary Face Sheet and process recording directly to the Office of Admission, along with your application.

Guideline for Submission of A Case

1. Case Summary Face Sheet
   Complete the Case Summary Face Sheet, being sure to disguise all case material (names, dates, and all other identifying material). Attach Face Sheet as cover for all other case materials.

2. Case Summary (Not more than 15 pages, typed and double-spaced)
   A. Content
      A case should illustrate a particular area of study recorded with detail including verbatim material to illustrate the clinical issue under examination. A single case may, for example, encompass the problems of a child in treatment, a mother's resistance, parents' marital problems and two or three generational conflicts. From this array, the applicant may choose to develop material essential to a diagnostic study, to examine criteria for determining the major client or to explore treatment considerations particular to a given stage and casework, i.e. intake, termination, or transfer. Most important is that the material presented reveals significant dynamic relationships and aspects of objective reality relevant to the major focus. Interviews may be selected from one or several points in a case record so long as the relatedness of several interviews is made clear. Whatever the chosen focus, emphasis should be upon the selection of raw material upon which analysis of diagnosis and treatment can suitably be based.

B. Outline
   I. Sociocultural and Family Factors
      a. Social class (describe factors for designation of);
      b. Religious background and current religious practices;
      c. Relevant attitudes and experiences in regard to racial background;
      d. Physical health in general (describe chronic diseases or other medical conditions);
      e. Ongoing and/or previous contact with mental health/social service systems;
      f. Briefly describe the client(s)' nuclear and extended family system. Describe separations, divorces, significant relationships, etc.;
      g. Support network (identify and describe). Consider relatives, friends, neighbors, coworkers, church, and other;
      h. Briefly describe your agency and the type of service that is available to this client(s).

   II. Referral Information
      a. Referral source;
      b. Presenting problem as perceived by client(s);
      c. Presenting problem as perceived by worker;
      d. Description of client(s)' physical appearance, behavior, and style of relating.

   III. Treatment Summary
      Choose a particular treatment issue that you wish to study. Present interview material, in summary process, that illustrates the issue you have chosen. Be sure to include your interventions in the record material. Please briefly discuss the impact your interventions had on your client(s) and on your relationship, and discuss the factors which influenced you in your choice of interventions. If, in retrospect, you would do it any differently, please comment on how and why. Interviews may be selected from several points in a case record so long as the relatedness of the different interviews is made clear in the major themes in the intervening interviews are summarized briefly.

   IV. Psychosocial Assessment
      Please begin this section on a separate piece of paper.
      a. Summary of relevant developmental and family history;
      b. Diagnosis. If you're familiar with DSM-IV, use DSM-IV diagnosis: Be sure to include an assessment of environmental stresses on Axis V and consider the impact of ethnic and social class factors on the client(s)' functioning;
      c. Assuming you are to present your case to a consultant, identify two major issues which you think warrant consideration.

If you are able to do so, please include a genogram of the client(s') family.