


TEXAS STATE
SCHOOL OF SOCIAL WORK
AFFILIATION AGREEMENT

This agreement, dated **January 12, 2026**, is between TEXAS STATE UNIVERSITY (TEXAS STATE), on behalf of the School of Social Work in the College of Applied Arts, and **City of Manor** (Facility).

In this agreement all clinical training, fellowships, internships, preceptorships, or field experiences will be referred to as “field practicum”.

In consideration of the mutual promises herein contained, the parties agree as follows:

1. TERM OF AGREEMENT

1.01 Term: This agreement is for a term of five (5) years and shall commence on **January 20, 2025**. Either party may terminate this Agreement at any time without cause upon at least thirty (30) days prior written notice.

1.02 Early Termination: If either party terminates this agreement before the normal expiration date shown in the preceding paragraph, the Facility will not be required to provide any field practicum experiences for students who enroll in **Social Work** after the date of the notice of termination. However, if early termination does occur, the parties agree to permit students already assigned for field practicum at the Facility to fully complete the field practicum.

2. DUTIES OF THE FACILITY

2.00 Use of Facilities: The Facility will permit students enrolled in the School of Social Work at TEXAS STATE to use its facilities, equipment, library, supplies, within the guidelines and restrictions established by the facility in order that such students may obtain practical field practicum in social work as a part of their educational studies at TEXAS STATE. The Facility retains the right to accept or reject any proposed student at any time without cause.

2.01 Duties and Activities: The parties’ representatives will determine the specific field practicum that TEXAS STATE students will perform.

2.02 Equipment Provided by Facility: The Facility will provide and maintain (or cause to be provided and maintained, if appropriate) such facilities, equipment and supplies, as it deems necessary for the students’ performance of their field practicum activities under this agreement.

2.03 Safety Equipment Provided by the Facility: The Facility, as it deems necessary and proper, shall make available the necessary safety procedures and supplies, consistent with current policies in regard to availability. The Facility shall also provide orientation for the students to the Facility.

2.04 Student Health Needs: The Facility is not required to provide health services to TEXAS STATE students or faculty members who supervise their field practicum under this

agreement except in emergency situations. The student or faculty member requiring emergency care is responsible for paying the costs associated with providing such care.

- 2.05 No Employer-Employee Relationship:** The TEXAS STATE students made subject of this agreement will perform their field practicum activities as part of their education in the School of Social Work in the College of Applied Arts at TEXAS STATE. Consequently, no compensation or payment of any kind is due such students by the Facility and there is no employer-employee relationship between the Facility and the student during the field practicum. Conversely, the Facility will not charge such students or TEXAS STATE any fee or other amount for the use of its facilities, equipment, library or supplies under this agreement.
- 2.06 Educational Support:** The Facility has the option to support the field practicum activities of TEXAS STATE students through a financial stipend or other types of subsidies for housing, parking, or meal costs. Such support is for the purpose of supporting field education and will not constitute an employer-employee relationship between the Facility and the student.
- 2.07 Student Supervision:** TEXAS STATE students completing field practicum in the Facility shall be subject to supervision of the Facility's staff at all times. The supervision will follow the appropriate professional guidelines and jurisdictional regulations established for the social work profession.

3. DUTIES OF TEXAS STATE

- 3.01 Supervision:** TEXAS STATE will be responsible for assignment and evaluation of students assigned to the Facility. Texas State School of Social Work will identify an appropriate faculty member to serve as a liaison between TEXAS STATE and Facility.
- 3.02 Salaries of Instructors:** The salaries and expenses of regular TEXAS STATE faculty members will be paid by TEXAS STATE and there will be no employer-employee relationship between the Facility and TEXAS STATE faculty members.
- 3.03 Consultant Services:** TEXAS STATE faculty members may, at their option, and to the extent that it does not interfere with their duties at TEXAS STATE, provide in-service education and serve on committees of the Facility, without charge to the Facility, when requested by the Facility. The Facility may, at its own discretion, provide payment for consultative services when requested by the Facility.
- 3.04 Schedules:** TEXAS STATE will provide the Facility with the appropriate schedules indicating the time period during which the students are expected to perform their field practicum activities at the Facility.
- 3.05 Students' Records:** TEXAS STATE will maintain student records to meet accepted educational and professional accreditation standards.
- 3.06 Student Assignment:** In cooperation with the Facility, TEXAS STATE will arrange for student assignments at the Facility to complete field practicum required by the **social work profession**.

3.07 Policies and Procedures: TEXAS STATE will instruct Students to abide by all policies and procedures of the College of Applied Arts, the School of Social Work, and the Facility. The School of Social Work will instruct students on workplace safety and HIPAA compliance prior to the student's assignment to the facility.

3.08 Professional Liability Insurance: TEXAS STATE will provide proof of professional liability insurance coverage for all students enrolled in Social Work in the amount of \$1,000,000 per claim/\$5,000,000 in the aggregate prior to participating in field practicum. This blanket policy will also cover TEXAS STATE faculty members who provide academic or clinical teaching under this agreement. TEXAS STATE will furnish a copy of this policy to the Facility upon request.

3.10 Criminal Background Check: TEXAS STATE will inform students that the Facility may require criminal background checks for all students. If the Facility requires background checks, it will be the student's responsibility to arrange for and pay any fees associated with the background check. The student shall send the background check results directly to the Facility for review in accordance with the Facility's policies. The Facility may reject any student based on the results of the criminal background check.

3.11 Immunization Requirements: TEXAS STATE will inform students that the Facility may require immunization records or a completed health report. If the facility requires immunization records or a health report, it will be the student's responsibility to submit the documents directly to the Facility for review in accordance with the Facility's policies.

4. INDEMNITY

4.01 Injury to Students: To the extent authorized under Texas law, TEXAS STATE shall hold the Facility harmless from liability resulting from TEXAS STATE or its employees' negligent acts or omissions within the terms of this agreement. However, TEXAS STATE will not hold the Facility harmless from any claims arising in favor of any person or entity resulting from negligence or intentional misconduct of the **Facility's officers**, agents, representatives, or employees, or any person or entity not subject to TEXAS STATE's supervision or control. Notwithstanding any other provision of this contract, nothing herein shall be construed as a waiver by TEXAS STATE of its constitutional, statutory or common law rights, privileges, immunities or defenses.

5. CASE RECORDS AND HISTORIES

5.01 Property of Facility: All case records, case histories and regular files concerning clients at the Facility or parties consulted; interviewed or cared for by the TEXAS STATE students pursuant to this agreement shall belong to and remain the property of the Facility.

5.02 Confidentiality: TEXAS STATE will instruct students and faculty members to maintain the confidentiality of clients' records to which they might have access, in accordance with the Facility's policies.

6. MISCELLANEOUS

6.01 Non-Discrimination: In their execution of this agreement the parties and others acting by or through them shall comply with all federal and state laws prohibiting discrimination, harassment, and sexual misconduct. To the extent not in conflict with federal or state law, the parties agree not to discriminate on the basis of race, color, national origin, age, sex, religion, disability, and veterans' status. Any breach of this covenant may result in termination of this agreement.

6.02 **Texas Law to Apply:** This Agreement shall be interpreted, construed, and governed according to the laws of the State of Texas.

6.03 **Only Agreement:** This Agreement constitutes the sole and only agreement of the parties hereto and supersedes any prior understanding or written or oral agreements between parties respecting the within subject matter.

Dr. Christopher Harvey	Dr. Angela R. Ausbrooks, PhD
Print Name Facility Representative	Texas State Authorized Representative
(Please provide a wet signature below)	
Signature- Facility Representative	Signature – Texas State University
Dr. Christopher Harvey - Mayor 105 East Eggleston Street Manor, Texas 78653 512-589-0892	Dr. Angela Ausbrooks Dean/College of Applied Arts Texas State University 601 University Drive San Marcos, TX 78666 512-245-2592
Date January 12, 2026	Date Click or tap to enter a date.