

## MALPRACTICE MEMORANDUM

SUBJECT: Malpractice Liability Insurance for Field Students

Both the University and field agencies require that all social work students in field placement be covered by a professional malpractice liability insurance policy to protect both the agency and the individual against malpractice liability claims. All undergraduate and graduate social work students in field courses must have this coverage for the duration of their field placement.

You are able to meet this professional malpractice liability insurance requirement by participating in the School's blanket liability program underwritten by the Evanston Insurance Company through Wortham Insurance & Risk Mgt, in Austin, a policy with coverage of \$2,000,000 per occurrence or \$6,000,000 total. The effective date of your coverage under this policy is inclusive from the first day of class through the last day of this field placement.

To obtain this coverage, please do the following:

1. Obtain a cashier's check or money order in the amount of \$14.00 payable to: **UT Austin**

**PERSONAL CHECKS OR CASH CANNOT BE ACCEPTED!**

2. **Send your cashier's check or money order to:**  
The Steve Hicks School of Social Work  
Attn: Office of Field Education  
1925 San Jacinto Blvd.  
Austin, Texas 78712

Please note: Students are not covered for any claims relating to the operation of motor vehicles, whether personal or agency vehicle. Thus, students may not transport clients within field as part of their internship program.

***Students cannot begin field instruction and may be dropped from field unless the malpractice liability insurance requirement has been satisfied.*** If there are any questions about the policy or the requirements for participation, please contact the Office of Field Education at [ssw-field@austin.utexas.edu](mailto:ssw-field@austin.utexas.edu).