**Interviewing in Social Work**

Student’s Name

University Name

Course

Professor

September 23, 2022

**Interviewing in Social Work**

1. **Using Preparatory Reviewing in Preparing to Meet Ms. Jones**

Preparatory reviewing is used in examining and considering the information available to a social worker and the agency before making initial contact with the client. For the case of Sheila Jones, this would be my initial contact with her even though she was previously seen at the agency for 6 months as she tried to battle depression. Consequently, I would use preparatory reviewing to look at Ms. Jones’ records in the agency’s files which helps me identify factual information about her past. Moreover, preparatory reviewing is important in ensuring that information that has already been provided by other social workers is not provided or initial client handling techniques that were problematic are not repeated. Further, preparatory reviewing is helpful because the social worker gains crucial information about the client which prevents misinformation and optimizes the interview outcomes. Preparatory reviewing also helps a social worker prepare and plan for contingencies like the need for an interpreter. One of the challenges in using preparatory reviewing while meeting Ms. Sheila is that some of the previous information might be biased leading to insufficient preparation on how to handle the client. Further, the information is not up-to-date since the client was last seen in the agency three years ago meaning most of her attributes could have changed especially after healing from depression.

1. **Using Preparatory Exploring in Preparing to Meet with Ms. Jones**

Preparatory exploring entails asking questions and further clarification about a certain client or a specific issue regarding them before the meeting. For the case of Ms. Jones, I would contact the doctor who was meeting her in the last 3 years for further information other than the one in her file. Further, I would also contact family members for more information about Ms. Jones. Other details about Ms. Jones that I can ask during the preparatory exploring stage include the severity of her depression, any possible psychological changes that could be expected, and any other factor that could improve the effectiveness of the first contact. On the other hand, one of the challenging factors in preparatory reviewing is that the social worker/professional giving information about Ms. Jones might be unavailable since 3 years have already lapsed or they might present distorted information which would impact my preparation.

1. **Using Preparatory Consulting in Preparing to Meet Ms. Jones**

Preparatory consulting entails seeking advice from social worker supervisors before meeting the new client to identify the discussions and objectives that should be key in the discussion. For the case of Ms. Jones, I would meet the social worker supervisors then research about stages of grieving and the various symptoms associated with the same. I would also research peer-reviewed journals to identify the long-term impacts of depression especially stress handling capabilities. In addition to acquiring more information about the client before meeting her, preparatory exploring is also important in making good decisions regarding the management of challenging ethical issues. Undoubtedly, this implies that as a social worker, I would benefit from the experience and expertise of supervisors and other consultants in understanding the best way to handle Ms. Jones. One of the challenging factors is the fact that the consultants might distort some information about the patient leading to potential biases.

1. **Using Preparatory Arranging in Preparing for Meeting with Ms. Jones**

Preparatory arranging entails making logistical preparations like appointment, scheduled privacy and time, organizing, and location. Notably, preparatory arranging is important in ensuring that the client appears for the interview on time and that the meeting venue is conducive and all the required resources are availed. Some of the said resources include items like securing the interview room, identifying an interpreter, or arranging the room. However, this requires one to be very keen on the culture and the values of their clients to avoid conflict. In other words, preparatory arranging should enhance communication and deter interference and any possible distraction. One of the challenges that might be faced in preparatory arranging is the lack of financial resources needed in organizing the logistics and resources identified above.

**References**

Bogo, M. (2018). Social work practice. In *Social Work Practice*. Columbia University Press. <https://doi.org/10.7312/bogo18622>

Kourgiantakis, T., Sewell, K. M., & Bogo, M. (2019). The importance of feedback in preparing social work students for field education. *Clinical Social Work Journal*, *47*(1), 124-133. <https://doi.org/10.1007/s10615-018-0671-8>