

SUPERVISEE EVALUATION

CES 763 – SUPERVISION & CONSULTATION

Supervisee: _____

Supervisor: _____

Semester/Year: _____

Date of Review: _____

DIRECTIONS: Below are several general areas of professional competencies, each with a set of specific skills or behaviors for evaluation

0	1	2	3	4	5	6	7	8	9	10
Remediation Needed		Beginning Supervisee		Intermediate Supervisee		Advanced Supervisee		Professional		

Using the above descriptors (along the continuum of professional development), provide a numeric rating for each skill or behavior listed which best reflects the developmental level of the supervisee's performance as observed in the most recent evaluation period. If you have not been able to observe or evaluate this skill, write "U" for "Unable to Evaluate." For areas that are not required for this level of training, write "N/A."

INTAKE:	
<i>Individual skills:</i>	<i>Observed Level:</i>
Adequately identifies and clarifies nature of the client's presenting problem	
Gathers sufficient information and history in most relevant areas	
Can assess client strengths and problem areas	
Determines environmental stressors and support systems that come to bear on client issues	
Identifies and establishes realistic counseling goals; distinguishes between immediate and long term goals	
Can develop a working diagnosis	
Performs an adequate MSE, assesses for suicidal/homicidal ideation	
Evaluates client motivation and determines appropriateness of/readiness for counseling	
Writes intake reports that reflect the content of the interview	
Demonstrates appropriate balance between information gathering and therapeutic alliance	
<i>Comments:</i>	

COUNSELING AND THERAPY SKILLS:

<i>Individual skills:</i>	<i>Observed Level:</i>
Demonstrates an adequate awareness and responsiveness to cognitive material	
Demonstrates an adequate awareness and responsiveness to affective material	
Demonstrates an adequate awareness and responsiveness to behavioral material	
Demonstrates an effective level of empathic understanding with clients	
Recognizes and is responsive to client nonverbal behavior	
Has awareness of personal style and use of self in counseling	
Develops and maintains an effective therapeutic relationship	
Uses silence effectively	
Conceptualizes client concerns in a way that usefully guides and is consistent with the therapy process, goals, and interventions	
Considers various treatment approaches and the implications of each	
Develops and follows a treatment plan	
Is sensitive to and can appropriately manage termination issues of both client and counselor	
Demonstrates adequate group therapy skills	
Demonstrates adequate couple's therapy skills	
<i>Comments:</i>	

CRISIS MANAGEMENT:	
<i>Individual skills:</i>	<i>Observed Level:</i>
Appropriately seeks consultation in crisis situations	
Appropriately assesses the magnitude of client crisis	
Determines appropriate level of intervention needed (e.g., MSE, SI, HI)	
Appropriately accesses community resources as needed	
Appropriately documents steps taken during crisis	
Coordinates immediate response (e.g., police, family, insurance, hospital, etc.) as necessary	
Provides appropriate follow-up after crisis contacts	
Appropriately assesses client risk of suicide/homicide	
Demonstrates understanding of the differences between crisis intervention and individual therapy	
<i>Comments:</i>	
SENSITIVITY TO DIVERSITY:	
<i>Individual skills:</i>	<i>Observed Level:</i>
Demonstrates sensitivity to possible contributions of the client's and the supervisee's own culture, ethnicity, nationality, gender, sexual orientation, physical challenge, religion, age, size and other aspects of human diversity, to the therapeutic relationship	
Demonstrates theoretical knowledge and ability to employ effective techniques with special populations	
Demonstrates an awareness of own attitudes and limitations, and how these affect the counseling process	
Demonstrates behavior consistent with an appreciation of and respect for diversity in the following areas: culture, ethnicity, nationality, gender, sexual orientation, physical challenge, religion, age, size and other aspects of human diversity	
<i>Comments:</i>	

USE OF SUPERVISION/TRAINING:	
<i>Individual skills:</i>	<i>Observed Level:</i>
Consistently and punctually attends and is prepared for supervision	
Actively solicits, is open and responsive to feedback and supervisory suggestions	
Utilizes supervision to develop self-awareness of strengths and limitations as a therapist	
Demonstrates willingness to make purposeful changes in self	
Is appropriately assertive in articulating own training needs	
Is aware of limitations and recognizes the need for supervision, referral, or consultation	
Demonstrates a willingness to discuss and analyze own behavior as a therapist (e.g., countertransference issues, parallel process)	
Differentiates between supervision and personal therapy (e.g., maintains appropriate level of self-disclosure, makes appropriate requests of supervisor)	
Addresses multicultural and other issues relating to diversity in supervision	
Demonstrates a willingness to share his/her work with supervisors and other staff (through tapes, observation, case presentations, etc.)	
Participates actively in both offering and receiving peer review and/or group supervision	
<i>Comments:</i>	

ETHICAL SENSITIVITY AND PROFESSIONALISM:	
<i>Individual skills:</i>	<i>Observed Level:</i>
Demonstrates a working knowledge of and adheres to applicable (e.g., ACA/AAMFT) ethical guidelines and standards	
Conducts self in a manner consistent with the professional standards in this setting (e.g., boundaries, dual relationships)	
Demonstrates an appropriate professional demeanor in appearance and behavior	
Establishes productive working relationships with peers, supervisors and staff	
Completes commitments in a prompt and professional manner	
Shows self-evaluation, self-direction, and motivation for professional growth	
Shows an awareness of and ability to cope with personal issues which might interfere with professional duties, services and/or relationships	
Consistently informs clients of administrative and confidentiality issues (e.g., alternative choices, credentials or supervisory status, confidentiality limits, agency policies/procedures, session limits, fees, cancellations, dual relationships, etc.)	
Seeks consultation on ethical, legal, and medical matters concerning own clients and those of supervisee	
Keeps client appointments punctually	
Completes and turns in progress notes in a timely manner	
Completes intake paperwork and turns in report in a timely manner	
Maintains clinical responsibility in a professional manner	
Maintains administrative paperwork as recommended (e.g., master schedule, vacation and leave forms, mailboxes, messages, in/out form, etc.)	
Regularly attends and is punctual for staff meetings	
Meets deadlines and follows through on elective tasks that impact agency operation	
Keeps client files and other sensitive materials stored/locked appropriately	
Keeps scheduled hours at agency unless negotiated otherwise	
<i>Comments:</i>	

What are the strengths of this supervisee?

What are the areas for development (please include both explanations and recommendations in your descriptions of what the supervisee needs to work on)?

Supervisor's Signature

Date

Supervisee's Signature

Date