SJSU MS in Clinical Psychology
Supervisor Evaluation of Fieldwork Trainee

Fieldwork Trainee Name: __________________________________________________________

Date of Evaluation: _____ / _____ / _____

Supervisor: ___________________________ phone number: ______________________

Internship Site: ________________________________________________________________

Instructions:
This form is designed to help supervisors provide feedback about the performance of fieldwork trainees. We know you are busy, but the form provides essential feedback to our graduate students, and your answers and comments will be much appreciated. This form will become part of the fieldwork trainee’s record for this course and may be considered in assigning grades and evaluating their overall performance in the graduate program. Please answer each item using the scale provided. Space is provided following each category group for specific comments. There is also space at the end of this form for general comments. If you feel it would be helpful to put anything into context from the outset, please feel free to do so below.

Initial Comments: ________________________________________________________________

______________________________________________________________________________

Key for Evaluation Items and Questions

NA Not Applicable or not enough information to form a judgment
1 Far Below Expectations – unacceptable, needs much improvement, a major concern
2 Below Expectations - needs some improvement to meet standards
3 Acceptable - meets standards at average level for fieldwork trainees
4 Above Expectations - performs above average level for fieldwork trainees
5 Far Above Expectations - a definite strength, performs well beyond average levels for fieldwork trainees

I. Basic Work Requirements

_____ Comes to work consistently
_____ Arrives on time consistently
_____ Uses time effectively
_____ Responds promptly to emails and other communication from supervisor and other agency staff
_____ Informs supervisor and makes arrangements for absences
_____ Reliably completes requested or assigned tasks on time
_____ Completes required total number of hours or days on site
_____ Is responsive to norms about clothing, language, etc. on site

Comments: ______________________________________________________________________

______________________________________________________________________________

Suggested areas for further development: ____________________________________________

______________________________________________________________________________
II. Ethical Awareness and Conduct

_____ Knowledge of general ethical guidelines

_____ Knowledge of ethical guidelines of fieldwork placement

_____ Demonstrates awareness and sensitivity to ethical issues

_____ Personal behavior is consistent with ethical guidelines

_____ Consults with supervisors or others about ethical issues and safety concerns if necessary

Comments:

_____________________________________________________________________________

Suggested areas for further development: ____________________________________________

_____________________________________________________________________________

III. Knowledge and Learning

A. Knowledge of Client Population

_____ Knowledge level of client population at beginning of fieldwork placement

_____ Knowledge level of client population at end of period of evaluation

B. Knowledge of Treatment Approaches

_____ Knowledge of treatment approaches at beginning of fieldwork placement

_____ Knowledge of treatment approaches at end of period of evaluation

C. Knowledge of Treatment Setting

_____ Knowledge of treatment setting at beginning of fieldwork placement

_____ Knowledge of treatment setting at end of period of evaluation

C. Learning

_____ Receptive to learning when new information is offered

_____ Actively seeks new information from staff or supervisor

_____ Ability to learn and understand new information

_____ Understanding of concepts, theories, and information

_____ Ability to apply new information in clinical setting

_____ Has a positive attitude toward supervision and feedback process

Comments:

_____________________________________________________________________________

Suggested areas for further development: ____________________________________________

_____________________________________________________________________________
IV. Response to Supervision
_____ Actively seeks supervision when necessary
_____ Used supervision to effectively manage and respond to safety or ethical concerns
_____ Receptive to feedback and suggestions from supervisor
_____ Understands information communicated in supervision
_____ Successfully implements suggestions from supervisor
_____ Aware of areas that need improvement
##### Willingness to explore personal strengths and weaknesses

Comments:

______________________________________________________________
______________________________________________________________
Suggested areas for further development:

V. Interactions with Clients
_____ Appears comfortable interacting with clients
_____ Initiates interactions with clients
_____ Communicates effectively with clients
_____ Builds rapport and respect with clients
_____ Is sensitive and responsive to clients’ needs
_____ Is sensitive to cultural differences and diversity
_____ Is sensitive to issues of gender differences and diversity

Comments:

______________________________________________________________
______________________________________________________________
Suggested areas for further development:

VI. Interactions with Coworkers
_____ Appears comfortable interacting with other staff members
_____ Initiates interactions with staff
_____ Communicates effectively with staff
_____ Effectively and professionally conveys information and expresses own opinions
_____ Effectively receives and considers/integrates information and opinions from others

Comments:

______________________________________________________________
______________________________________________________________
Suggested areas for further development:

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VII. Professionalism/Work Products

_____ Reliably and accurately keeps records
_____ Written or verbal reports are accurate and factually correct
_____ Written or verbal reports are presented in professional manner
_____ Reports are clinically or administratively useful
_____ Quality of work meets standards of agency

Comments:

_______________________________________________________________________________

_______________________________________________________________________________

Suggested areas for further development: ________________________________

_______________________________________________________________________________

Summary Narrative

Overall, what would you identify as this fieldwork trainee’s strong points?

_______________________________________________________________________________

_______________________________________________________________________________

_______________________________________________________________________________

What would you identify as areas in which this fieldwork trainee should improve?

_______________________________________________________________________________

_______________________________________________________________________________

_______________________________________________________________________________

Would you recommend this fieldwork trainee for a post-degree internship or employment at your agency given his or her current level of competence? Please explain:

_______________________________________________________________________________

_______________________________________________________________________________

_______________________________________________________________________________

Supervisor Signature: ______________________________

Thank you very much for your time supervising this intern and completing this evaluation. Please place the evaluation in an envelope, seal, and sign across the flap, then return the form to the student intern. An MS Clinical faculty member will go over the evaluation with the student.