

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: _____

Rating Scale:

1-Far Below Expectations 2-Below Expectations 3-Acceptable 4-Above Expectations 5-Far Above Expectations

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: _____

Rating Scale:

1-Far Below Expectations 2-Below Expectations 3-Acceptable 4-Above Expectations 5-Far Above Expectations

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: _____

Rating Scale:

1-Far Below Expectations 2-Below Expectations 3-Acceptable 4-Above Expectations 5-Far Above Expectations

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.