



### Site Supervisor’s Evaluation of Student – Community Counseling

Directions: Please indicate your level of agreement with each of the following statements regarding the student counselor’s capabilities and performance by circling one of the following numbers:

- 1-2 (i.e. poor or marginal performance);
- 3-4 (adequate or average performance);
- 5-6 (good to excellent overall performance);
- NA/NO (not applicable or not observed)

Please note: Students will be graded on their performance at each evaluation point (i.e. midterm and final). Growth between these two evaluation points is given the most weight and determines up to 40% of their final grade. Please keep in mind that a frank evaluation at mid-semester may allow for growth to be reflected at the second evaluation point (e.g. students who receive scores of 1-2 on the mid-term evaluation and subsequently receiving scores of 5-6 on the final evaluation may represent significant performance growth by the student). University clinical supervisors are attempting to determine growth or regression amounts in the student/trainees’ counseling skills, knowledge, and abilities.

| SITE SUPERVISOR’S EVALUATION   |                          |                          |                          |                          |      |        |       |    |  |
|--|--------------------------|--------------------------|--------------------------|--------------------------|------|--------|-------|----|--|
| STUDENT INFORMATION  |                          |                          |                          |                          |      |        |       |    |  |
| Student Name:  |                          |                          |                          |                          |      |        |       |    |  |
| Level of placement<br>(Please check all that apply):   | Masters<br>Student       | Doctoral<br>Student      | School<br>Counseling     | Community<br>Counseling  |      |        |       |    |  |
|  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |      |        |       |    |  |
| Evaluation Period: From _____ to _____   |                          |                          |                          |                          |      |        |       |    |  |
| PRACTICUM/INTERNSHIP SITE INFORMATION  |                          |                          |                          |                          |      |        |       |    |  |
| Agency/Organization Name:  |                          |                          |                          |                          |      |        |       |    |  |
| City:  |                          |                          | County:                  |                          |      | State: |       |    |  |
| Zip:   |                          |                          | Phone:                   |                          |      | Fax:   |       |    |  |
| Website:   |                          |                          |                          |                          |      |        |       |    |  |
| Specialization:  |                          |                          |                          |                          |      |        |       |    |  |
| Site Supervisor Name:  |                          |                          |                          |                          |      |        |       |    |  |
| GENERAL SUPERVISION COMMENTS   |                          |                          |                          |                          |      |        |       |    |  |
| Evaluation Statement   | Poor                     |                          | Adequate                 |                          | Good |        | NA/NO |    |  |
| 1. Demonstrates a personal commitment to developing professional competencies.                 | ①                        | ②                        | ③                        | ④                        | ⑤    | ⑥      | NA    | NO |  |
| 2. Invests time and energy in becoming a counselor.  | ①                        | ②                        | ③                        | ④                        | ⑤    | ⑥      | NA    | NO |  |
| 3. Accepts and uses constructive criticism to enhance self-development and counseling skills.  | ①                        | ②                        | ③                        | ④                        | ⑤    | ⑥      | NA    | NO |  |
| 4. Engages in open, comfortable, and clear communication with peers and supervisors.           | ①                        | ②                        | ③                        | ④                        | ⑤    | ⑥      | NA    | NO |  |
| 5. Recognizes own competencies and skills and shares these with peers and supervisors.         | ①                        | ②                        | ③                        | ④                        | ⑤    | ⑥      | NA    | NO |  |
| 6. Recognizes own deficiencies and actively works to overcome them with peers and supervisors. | ①                        | ②                        | ③                        | ④                        | ⑤    | ⑥      | NA    | NO |  |



| Evaluation Statement   | Poor |   | Adequate |   | Good |   | NA/NO |    |
|--|------|---|----------|---|------|---|-------|----|
|  | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 7. Completes case reports and records punctually and conscientiously.                              | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 8. Is dependable and efficient in time management.   | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| <b>THE COUNSELING PROCESS</b>  |      |   |          |   |      |   |       |    |
| 9. Reaches the referral prior to the first interview.  | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 10. Keeps appointments on time.  | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 11. Begins the interview smoothly.   | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 12. Explains the nature and objectives of counseling when appropriate.                             | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 13. Is relaxed and comfortable in the interview.   | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 14. Communicates interest in and acceptance of the client.   | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 15. Facilitates client expression of concerns and feelings.  | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 16. Focuses on the content of the client's problem.  | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 17. Recognizes and resists manipulation by the client.   | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 18. Recognizes and deals with positive affect of the client.                                       | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 19. Recognizes and deals with negative affect of the client.                                       | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 20. Is spontaneous in the interview.   | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 21. Uses silence effectively in the interview.   | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 22. Is aware of own feelings in the counseling session.  | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 23. Communicates own feelings to the client when appropriate.                                      | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 24. Recognizes and skillfully interprets the client's covert messages.                             | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 25. Facilitates realistic goal setting with the client.  | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 26. Encourages appropriate action-step training with the client.                                   | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 27. Employs judgment in the timing and use of different techniques.                                | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 28. Explains, administers, and interprets tests correctly.   | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 29. Terminates the interview smoothly.   | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 30. Assists clients with personal problems in individual sessions.                                 | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 31. Conducts small group counseling sessions.  | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 32. Consults with other professionals and makes effective use of referral sources to help clients. | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 33. Demonstrates knowledge of and sensitivity to minority needs.                                   | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |
| 34. Presents in-service training and/or community education activities.                            | ①    | ② | ③        | ④ | ⑤    | ⑥ | NA    | NO |





| <b>SIGNATURES</b>   |              |      |
|---|--------------|------|
|   |              |      |
| Site Supervisor Signature   | Printed Name | Date |
|   |              |      |
| Student Signature   | Printed Name | Date |
| <i>Please note: I have discussed this evaluation with my site supervisor and have received a copy. If I do not agree with this evaluation, I understand that I may submit a letter in duplicate stating my position. A copy is to be retained by the evaluator and the original is to be given to the University Supervisor/Professor to be placed in my student practicum course file.</i> |              |      |