

UNIVERSITY OF HAWAII AT HILO
Department of Psychology
Counseling Psychology Program

Practicum/Internship Trainee Evaluation

Name of Trainee: _____ **Date:** _____

Practicum Site: _____

Practicum Supervisor: _____

Supervisor's License Type and Number: _____

Directions: The ratings of trainees should be based on your observations and/or reports of trainee performance received from staff and appropriate others. Evaluations should be based on his/her current level of progress and competence in the current practicum site. Circle the number of the scale that best describes the trainee's competence as given in the descriptions below. Rate each category independently. A description of the scale points is given below.

-1- Competence considered to be in need of further training and/or to require additional growth, maturation, and change on the part of the trainee in order for him/her to be effective in the various skill areas; trainee should not be allowed to function independently.

-2- Competence currently considered to be below average but which, with further supervision and experience, is expected to develop satisfactorily; independent functioning is not recommended and close supervision is required.

-3- Competence at least at the minimal level necessary for functioning with moderate supervision required.

-4- Competence assessed to be above average; trainee can function independently with periodic need for supervision.

-5- Competence very developed and trainee can function independently with little or no supervision required.

-N- Insufficient data to provide an evaluation at this time.

Signatures. A copy of this evaluation will be filed in the trainee's permanent Program file. The signatures below attest only to the fact that the signees have seen the evaluation and reviewed its contents. A trainee's signature on this document does not in any way indicate that he or she either agrees or disagrees with the contents; only that the evaluation's contents were seen and reviewed. Trainees have the right at any time to file a response with the Program for placement into the trainee's permanent file. The signature of the Practicum Supervisor below attests to the fact that the trainee has completed all of the casework and associated responsibilities of the practicum according to the stated requirements.

Trainee: _____ **Date:** _____

Supervisor: _____ **Date:** _____

A. Clinical and Relationship Skills

- | | |
|--|-------------------------------|
| <p>1. <u>Relationship Skills</u> - established rapport, was aware of own impact on others, and showed respect for clients, colleagues, and staff in professional contexts.
Comments:</p> | <p>N 1 2 3 4 5</p> |
| <p>2. <u>Assessment Skills</u> - demonstrated appropriate knowledge and use of assessment instruments; was able to appropriately interpret and discuss test results with clients and colleagues as well as integrate in intake reports.
Comments:</p> | <p>N 1 2 3 4 5</p> |
| <p>3. <u>Diagnostic Skills</u> - incorporated multiple sources of data; showed sensitivity to client concerns; demonstrated good knowledge of DSM-IV; used diagnosis to establish client goals and make appropriate referrals.
Comments:</p> | <p>N 1 2 3 4 5</p> |
| <p>4. <u>Intervention Skills</u> - showed flexibility in using a variety of appropriate strategies to help clients work toward identified goals.
Comments:</p> | <p>N 1 2 3 4 5</p> |
| <p>5. <u>Crises Management</u> - recognized and handled clinical crises and emergencies in a professional manner.
Comments:</p> | <p>N 1 2 3 4 5</p> |
| <p>6. <u>Consultation Skills</u> - worked effectively with significant others (family members, teachers, relevant professionals) to help meet client needs.
Comments:</p> | <p>N 1 2 3 4 5</p> |

Average score for clinical skills: _____

B. Professional Presentation and Behavior

7. **Professional Behavior** - showed readiness and ability to assume and discharge assigned duties; initiated opportunities to gain and share skills. N 1 2 3 4 5
Comments:
8. **Self Presentation** - presented self in a professional manner through physical appearance/dress, composure, organization, confidence, and desire to help. N 1 2 3 4 5
Comments:
9. **Management of Personal Issues in a Professional Manner** – Controls personal stress, psychological dysfunction, or emotional reactions so they do not affect case conceptualization, professional interaction with clients and their families, or relationships with colleagues and other professionals. N 1 2 3 4 5
Comments:
10. **Ethical Knowledge & Practice** - demonstrated understanding of ethical principles; showed awareness of ethical dilemmas as they occurred; conformed to ethical principles in professional work and practice. N 1 2 3 4 5
Comments:
11. **Knowledge and Practice of Diversity Issues** - demonstrated understanding of diversity issues related to concerns of clients and colleagues; showed awareness of ethnic, cultural, sexual preference, and religious concerns as they arose; sought consultation and additional knowledge from a variety of appropriate non-client sources to enhance relationship and practice. N 1 2 3 4 5
Comments:
11. **Intake Report and Progress Notes** – completed intake reports and case notes in a timely manner, and included relevant professional information in a manner which could be used and interpreted by other professionals. N 1 2 3 4 5
Comments:

Average score for professional presentation: _____

C. Supervision Behavior and Knowledge Demonstration

13. **Knowledge Base** - demonstrated good understanding of theories and research in psychology, human development, counseling/psychotherapy, assessment, and psychopathology. **N 1 2 3 4 5**
Comments:
14. **Written Communication Skills** - showed ability to write clearly in a professional style that is clear, succinct, and devoid of unnecessary jargon. **N 1 2 3 4 5**
Comments:
15. **Oral Communication Skills** - showed ability to use oral language to communicate effectively with clients, supervisors, and colleagues. **N 1 2 3 4 5**
Comments:
16. **Supervisory Involvement** - sought supervision when needed, openly shared concerns and ideas with supervisor, demonstrated openness to feedback, used supervisory suggestions to make improvements. **N 1 2 3 4 5**
Comments:

Average score for supervision behavior and knowledge: _____

D. Agency Behavior

17. **Program Development Skills** - developed alternative prevention or intervention programs to meet client or community needs.

N 1 2 3 4 5

Comments:

18. **Agency Involvement** - attended and actively participated in staff meetings and conferences; fulfilled administrative responsibilities.

N 1 2 3 4 5

Comments:

Average score for agency behavior: _____

19. **Other Feedback & Comments** -