

**SITE SUPERVISOR'S EVALUATION OF INTERN
CLINICAL MENTAL HEALTH
INTERNSHIP STUDENT'S PERFORMANCE – EVALUATION**

STUDENT: Provide the following information:

Name of Student Intern: _____

Site Supervisor Name: _____

Date of Evaluation: _____

***SITE SUPERVISOR: Respond to the items below (1-49) to evaluate your student intern.
Use the definitions of the descriptors listed below to aid in your evaluation.***

Not Observable: N/O: The student intern has not had a chance to perform this skill or task.

Unacceptable (1):

- Lacks the ability to perform this skill, task, or role
- Shows minimal understanding of the concepts that underlie this skill, task, or role.
- Is not prepared to perform this skill, task, or role in the clinical mental health setting

Emerging (2):

- Demonstrates limited ability to perform this skill, task, or role consistently.
- Shows some understanding of the concepts needed to perform this skill, task, or role
- Is occasionally prepared to perform this skill, task, or role

Proficient (3):

- Demonstrates the ability to perform this skill, task, or role consistently.
- Shows an understanding of the concepts needed to perform this skill, task, or role.
- Is usually prepared to perform this skill, task, or role.

Advanced (4):

- Demonstrates the ability to consistently perform this skill, tasks, or role at a higher than expected level.
- Shows a strong understanding of the concepts needed to perform this skill, task, or role.
- Is consistently prepared to perform this skill, task, or role in the clinical setting.

INTERNSHIP STUDENT PERFORMANCE – FINAL EVALUATION

	SKILL OR ABILITY		NO	1	2	3	4
A.)	GENERAL SUPERVISION COMMENTS						
1.	Invests time and energy in becoming a counselor/therapist.	CACREP.2016. 2. F.1.b.; CACREP.2016. 2. F.5.f.					
2.	Accepts and uses constructive criticism to enhance self-development and counseling skills.	CACREP.2016. 2. F.1.k.; CACREP.2016. 2. F.1.m.					
3.	Engages in open, comfortable, and clear communication with peers and supervisors.	CACREP.2016. 2. F.1.m.					
4.	Recognizes own competencies and skills and shares these with peers and supervisors.	CACREP.2016. 2. F.1.k.					
5.	Recognizes own deficiencies and actively works to overcome them with peers and supervisors.	CACREP.2016. 2. F.1.m.					
6.	Completes case reports and records punctually and conscientiously.	CACREP.2016. 5. C.2.m.					
7.*	Understands and maintains confidentiality of client information at appropriate times.	CACREP.2016. 2. F.1.b.; CACREP.2016. 2. F.5.g.					
8.	Demonstrates knowledge and understanding of the American Counseling Association (ACA) Code of Ethics.	CACREP.2016. 2. F.1.i.					
9.	Demonstrates a commitment to professional development and continually makes efforts to increase skills and abilities relative to professional work.	CACREP.2016. 2. F.1.k.					
10.	Articulates personal theoretical orientation towards counseling/therapy.	CACREP.2016. 2. F.1.a. CACREP 2016 2 F.5.a					
11.	Demonstrates an awareness of personal values, attitudes, and beliefs as they affect professional activities	CACREP.2016. 2. F.1.k.					
12.	Makes efforts to become aware of issues of diversity and culture in the setting of the site	CACREP.2016.2. F. 2.d.; CACREP.2016. 2. F.2.c.					

13.	Demonstrates respect for and acceptance of clients, peers, supervisors, and community members from diverse backgrounds	CACREP.2016. 5. C.2.a.; CACREP.2016. 2. F.2.h.					
14.	Has necessary knowledge base to perform clinical mental health counseling duties (e.g., counseling theory, diagnosis, treatment, etc.)	CACREP.2016. 5. C.1.b.; CACREP.2016. 5. C.2.d.					
15.*	Maintains appropriate records and documentation in accordance with state/provincial and federal laws	CACREP.2016. 5. C.2.m.	■				
16.	Demonstrates and models effective stress management and coping skills when dealing with emotional and physical demands of clinical mental health counseling	CACREP.2016. 2. F.1.i.					
17.*	Advocates for and protects the rights of clients	CACREP.2016. 5. C.3.e.	■				
18.	Asks for consultation, collaboration, assistance, and advice from colleagues and supervisors when needed	CACREP.2016. 2. F.1.b.; CACREP.2016. 2. F.1.m.; CACREP.2016. 5. C.3.d.					

B.)	THE COUNSELING PROCESS						
19.	Researches the referral prior to the first interview/session	CACREP.20 16.2. F.5.g.					
20.	Keeps appointments on time	CACREP.20 16.2. F.1.b.					
21.	Begins the interview/session smoothly	CACREP.20 16.2. F.1.b.					
22.	Explains the nature and objectives of counseling/therapy when appropriate	CACREP.20 16.2. F.1.b.; CACREP.20 16.2. F.5.g.					
23.	Is relaxed and comfortable in the interview/session	CACREP.20 16.2. F.1.b.; CACREP.20 16.2. F.5.f.					
24.	Communicates interest in and acceptance of the client	CACREP.20 16.5. C.2.j.					
25.	Facilitates client expression of concerns and feelings	CACREP.20 16.2. F.5.g.					
26.	Focuses on the processes driving the client's presenting problem	CACREP.20 16.5. C.3.b.					

27.	Recognizes and responds appropriately to resistant behaviors by the client.	CACREP.20 16.2. F.5.g.					
28.	Recognizes and deals with positive affect of the client	CACREP.20 16.2. F.5.g.					
29.	Recognizes and deals with negative affect of the client	CACREP.20 16.2. F.5.g.					
30.	Demonstrates flexibility in the interview/session	CACREP.20 16.2. F.5.f.					
31.	Uses silence effectively in the interview/session	CACREP.20 16.2. F.1.b.; CACREP.20 16.2. F.5.g.					
32.	Is aware of own feelings in the counseling session	CACREP.20 16.2. F.1.k.					
33.	Communicates own feelings to the client when appropriate	CACREP.20 16.2. F.1.b.					
34.	Recognizes and skillfully interprets the client's covert messages	CACREP.20 16.5. C.3.b.					
35.	Facilitates realistic goal setting with the client	CACREP.20 16.2. F.5.i.					
36.	Encourages appropriate action-step planning with the client	CACREP.20 16.5. C.3.b.					
37.	Employs judgment in the timing and use of different techniques	CACREP.20 16.5. C.3.b.					
38.	Initiates periodic evaluation of goals, action-steps, and process during counseling	CACREP.20 16.2. F.5.i.					
39.	Demonstrates an understanding of the dynamics associated with group process and development	CACREP.20 2.F.6.a.					
40.	Demonstrates an understanding of therapeutic factors and how they contribute to group effectiveness.	CACREP.20 2.F.6.c.					
41.	Demonstrates an understanding of the interrelationships among and between work, mental, well-being, relationships, and other life roles and factors.	CACREP.20 2.F.4.b.					

42.	Demonstrates an understanding of strategies for facilitating client skill development for career, educational, and life-work planning and management.	CACREP.20 2.F4.h.					
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	Skill or Ability		N/O	1	2	3	4
43.	Explains, administers, and interprets tests/assessments correctly	CACREP.20 16.5. C.1.e.					
44.	Terminates the interview/session smoothly	CACREP.20 16.2. F.1.b.; CACREP.20 16.2. F.5.g.					
C.)	KNOWLEDGE AND SKILLS						
45.	Has the ability to manage crisis situations when they arise	CACREP.20 16.2. F.5.m.; CACREP.20 16.5. C.2.f.					
46.	Focuses on specific behaviors and their consequences, implications, and contingencies	CACREP.20 16.5. C.3.b.					
47.	Recognizes and pursues discrepancies and meaning of inconsistent information	CACREP.20 16.2. F.5.g.					
48.	Uses relevant case data in planning both immediate and long-range goals	CACREP.20 16.5. C.3.b.					
49.	Uses relevant case data in considering various strategies and their implications	CACREP.20 16.2. F.7.e. 2.F.7.i; CACREP.20 16.5. C.3.b.					
50.	Bases decisions on a theoretically sound and consistent rationale of human behavior	CACREP.20 16.5. C.1.b.					
51.	Is perceptive in evaluating the effects of own counseling techniques	CACREP.20 16.2. F.1.k.					
52.*	Demonstrates ethical behavior in the counseling activity and case management	CACREP.201 6.2.F. 1.i.; CACREP.20 16.5. C.2.i.					

53.*	Considers issues of racial, ethnic, and cultural diversity when developing, implementing, and evaluating sessions	CACREP.20 16.2. F.5.d.					
S.)	Internship Site Competencies						
54.	Develops a working understanding of the policies and procedures of the internship site.	CACREP.20 16.5.C.2.a-d, h, m					
55.	Develops competency in utilizing the professional technologies available at the internship site.	CACREP.20 16.2. F.1.j. CACREP 2016 2 F.5.e					

To receive a rating of Satisfactory, it is expected that 80% (40 items) or more of the above ratings are at the proficient level or higher AND items marked with * must be proficient or higher.

Satisfactory: I believe this student is prepared to move toward licensure and furthering their professional development as a counselor.

Unsatisfactory: I have concerns about this person entering the counseling profession.

Additional comments and/or suggestions

Date: _____ Signature of site supervisor: _____

My signature indicates that I have read the above evaluation and have discussed the content with my site supervisor. It does not necessarily indicate that I agree with the report in part or in whole.

Date: _____ Signature of student intern: _____

This form is adapted with permission from the University of Tennessee at Martin Dept of Educational Studies.