Thank you for serving as a supervisor for one of Messiah College’s graduate students this semester. Your feedback is a valuable piece of the internship experience and this evaluation will serve as a permanent record of the internship student’s professional performance.

Please note: This evaluation is designed to be used for all levels of field experience students and the questions assess both basic and advanced skills. In light of this, as well as accounting for diversity among sites, it is not the expectation that all skills will be observed.

Site Supervisor’s Information

Name: ________________________________

Phone Number: ________________________________

Email: ________________________________

Internship Student’s Name: ________________________________

Faculty Supervisor’s Name: ________________________________

Internship Site Name: ________________________________

Semester:

___ Spring
___ Summer
___ Fall

Frequency of Supervision: ________________________________

Please use the following rating system when answering the questions below:

Far Below Expectations: needs much improvement, a concern
Below Expectations: needs some improvement to meet standards
Acceptable: meets standards at average level for Internship students
Above Expectations: performs at above average level for Internship students
Far Above Expectations: a definite strength, performs well beyond average levels for Internship students

A. Professionalism:
1. Arrives on time consistently

___ Far Below Expectations
___ Below Expectations
___ Acceptable
___ Above Expectations

For Review Only
2. Informs supervisor and makes arrangements for absences
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

3. Completes tasks and paperwork in a timely manner
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

4. Maintains professional appearance and demeanor
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

5. Writes clearly and professionally and follows site's record keeping procedures (D.7)
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

6. Demonstrates clear and professional oral communication
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

7. Collaborates well with colleagues
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
8. Prepares thoughtfully for client, staff, and supervision meetings
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

9. Uses technology appropriately and professionally in the workplace
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

B. Cultural Competence and Ethical Conduct:
10. Demonstrates self-awareness, sensitivity, and skillfulness in relating to diverse individuals and/or groups
    ___ Far Below Expectations
    ___ Below Expectations
    ___ Acceptable
    ___ Above Expectations
    ___ Far Above Expectations
    ___ Not Observed

11. Recognizes and advocates for clients who experience discrimination and/or oppression
    ___ Far Below Expectations
    ___ Below Expectations
    ___ Acceptable
    ___ Above Expectations
    ___ Far Above Expectations
    ___ Not Observed

12. Considers cultural and other types of diversity when choosing assessment instruments, making diagnosis, choosing an intervention, or making a referral
    ___ Far Below Expectations
    ___ Below Expectations
    ___ Acceptable
    ___ Above Expectations
    ___ Far Above Expectations
    ___ Not Observed
13. Knows ethical guidelines and demonstrates sensitivity to ethical issues
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

14. Behaves in accordance with ethical and legal requirements for a professional counselor
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

15. Consults with others and seeks supervision for ethical issues
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

C. Counseling Skills: Rapport and Relationship
16. Demonstrates good use of non-verbal attending skills (e.g., eye contact, body language)
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

17. Demonstrates healthy boundaries with clients and can recognize countertransference or over-identification with clients
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed
18. Establishes and maintains rapport with clients
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

19. Conveys empathy and respect toward clients
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

20. Confronts clients when necessary
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

21. Structures counseling sessions and helps clients focus on goals
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

22. Facilitates client expression of emotions
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

23. Uses or avoids self-disclosure appropriately
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
D. Counseling Skills: Assessment and Intervention

24. Works collaboratively with clients to establish goals for counseling
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

25. Demonstrates ability to create a 5-axis DSM diagnosis or can conceptualize clients in diagnostic terms
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

26. Chooses, introduces, interprets, and communicates results of formal assessment tools appropriately (including use of DSM)
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

27. Assesses actively and regularly for suicidal and homicidal ideation or other forms of harm
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

28. Knows agency procedures and policies in regard to suicidal clients, homicidal clients, child abuse reporting and takes steps to protect clients and others when there is potential for harm
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed
29. Identifies clients’ stated and underlying problems
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

30. Conceptualizes client problems theoretically and chooses interventions accordingly
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

31. Assesses clients’ personal strengths and environmental resources effectively
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

32. Seeks out and uses counseling research to support intervention choices
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

33. Implements or aides outreach programs that promote positive mental health
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

34. Becomes aware of community resources available to clients and makes referrals
   ___ Far Below Expectations
   ___ Below Expectations
35. Uses awareness of state and national mental health policy to improve clients' access to counseling services (e.g. determining what state programs a client might be eligible for).

36. Actively seeks supervision

37. Receptive to feedback, suggestions, and constructive criticism

38. Understands and applies information communicated in supervision

39. Willing to explore personal strengths and weaknesses
40. Recognizes personal limitations as a counselor and seeks supervision or refers clients when appropriate

___ Far Below Expectations
___ Below Expectations
___ Acceptable
___ Above Expectations
___ Far Above Expectations
___ Not Observed

Please check any of the experiences/opportunities the student has had:

___ Facilitation of a group counseling session
___ Facilitation of a couple or family session
___ Facilitation of a session involving a child or adolescent
___ Facilitation of a session involving an adult
___ Conducting and documenting an intake interview
___ Conducting a mental status exam
___ Gathering information to create a biopsychosocial and treatment history
___ Treating clients with addictions and co-occurring disorders
___ Terminating a counseling relationship
___ De-escalating a client in crisis

What are the internship student's counseling strengths?

What are the areas of continued growth for this internship student?

Do you have any concerns about the internship student's personal life that would affect his/her counseling?

___ Yes
___ No

If you answered "Yes" to the previous question, may we contact you to discuss further?

___ Yes
___ No

What other opportunities or experiences would enhance this student's learning?
Additional comments:

Overall rating for the internship student:
   ___ Very Unsatisfactory
   ___ Unsatisfactory
   ___ Satisfactory
   ___ Very Satisfactory

Please discuss your feedback with your internship student. Please also give the student either a paper or electronic copy.

Thank you for taking the time to complete this evaluation!