Please complete the following evaluation in consultation with the Internship Site Supervisor. Your feedback will serve as a permanent record of the internship student’s professional performance evaluation. 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.

Internship Student’s Name: ______________________________________________

Faculty Supervisor’s Name: ____________________________________________

Site Supervisor’s Name: ______________________________________________

Internship Site Name: _________________________________________________

Semester
   ___ Spring
   ___ Summer
   ___ Fall

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
      ___ Far Above Expectations
      ___ Not Observed
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
   ___ 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
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

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. Knows ethical guidelines and demonstrates sensitivity to ethical issues
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

13. Applies and adheres to ethical and legal standards (B.1)
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

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

15. Makes modifications needed to provide effective services for diverse populations
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

16. Advocates for the unique needs of couples and families (F.3)
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed
17. Adheres to confidentiality responsibilities, the legal responsibilities and liabilities of clinical practice and research, family law, record keeping, reimbursement, and the business aspects of practice (D.5)
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

C. Counseling Skills: Rapport and Relationship
18. 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

19. 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

20. Establishes and maintains rapport with clients
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

21. Conveys empathy and respect toward clients
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed
22. Confronts clients when necessary
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

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

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

25. Uses or avoids self-disclosure appropriately
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

D. Counseling Skills: Assessment and Intervention
26. Works collaboratively with clients to establish goals for counseling
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed
27. Identifies clients' stated and underlying problems
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

28. Determines which members of a family system should be involved in treatment
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

29. Selects models or techniques appropriate to presenting problems
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

30. Uses procedures for assessing and managing suicide risk
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

31. Assesses clients' personal strengths and environmental resources
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed
32. Shows the ability to implement preventative and educational initiatives to promote family wellness (when possible)
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

33. Uses systems theory appropriately in counseling sessions and evaluation of family functioning
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

34. Applies relevant research findings
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

35. Promotes and maintains the development of measurable outcomes for marriage, couple, and family counseling programs, interventions, and treatments among clientele served
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

36. Analyzes and uses data to increase the effectiveness of counseling interventions and programs
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed
E. Supervision:
37. Actively seeks supervision
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

38. Receptive to feedback, suggestions, and constructive criticism
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

39. Understands and applies information communicated in supervision
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

40. Willing to explore personal strengths and weaknesses
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

41. 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
42. Maintains information regarding community resources to make appropriate referrals
   ___ Far Below Expectations
   ___ Below Expectations
   ___ Acceptable
   ___ Above Expectations
   ___ Far Above Expectations
   ___ Not Observed

What are the internship student’s counseling strengths?

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

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!