



## Department of Professional Counseling Professional Skills Evaluation Form

Student: \_\_\_\_\_ Student ID Number: \_\_\_\_\_  
 Site Supervisor Name: \_\_\_\_\_ Course Number: \_\_\_\_\_ Section: \_\_\_\_\_  
 Campus: \_\_\_\_\_ Term: \_\_\_\_\_ Circle One: Site Supervisor Evaluation      Self-Evaluation

<b>Rating Scale:</b> N – No opportunity to observe 0 – Does not meet criteria for program expectations 1 – Meets criteria minimally or inconsistently for program expectations 2 – Meets criteria consistently at program expectations 3 – Exceeds criteria for program level competency	<b>This form is to be used in the following courses:</b> COUN 5020 Foundations of Counseling COUN 5100 Social and Cultural Foundations of Counseling; COUN 5600 Techniques of Group Counseling; COUN 5610 Techniques of Counseling; COUN 6000/6100/6200 Practicum; and COUN 6500 Internship
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Please rate **ONLY** those behaviors and skills that you have observed.

A. Aptitude, Personality Traits, and Behaviors Appropriate for Counseling Students	N	0	1	2	3
A-01. Cognitive and sensory capacities: Demonstrates cognitive and sensory capacities to effectively and professionally interact with fellow students, faculty, supervisor, and staff					
A-02. Interpersonal interaction: Demonstrates interpersonal skills* necessary to effectively and professionally interact with fellow students, faculty, supervisor, and staff					
A-03. Enhance interactions: Demonstrates interpersonal skills* necessary to enhance interactions with fellow students, faculty, supervisor, and staff ( <i>*Interpersonal skills include but are not limited to positive regard for others, mood and affect regulation, openness, genuineness, empathy, and appropriate verbal and non-verbal communication skills</i> )					
A-04. Overall Assessment of Student's skills related to Aptitude, Personality Traits, and Behaviors Appropriate for Counseling Students ( <i>Note: If providing a rating of 0 or 1 on this "overall" rating, please ensure you have assessed any of the above skills that you have observed</i> )					

Comments:

B. Learning Attitudes and Behaviors	N	0	1	2	3
B-01. Participation: Participates every week in class discussions and activities					
B-02. Professionalism: Discusses conflicts or concerns in a professionally appropriate manner					
B-03. Self-care: Engages in sufficient, appropriate self-care practices					
B-04. Self-disclosure: Self-discloses appropriately					
B-05. Self-awareness: Demonstrates awareness of effect on others					
B-06. Feedback to peers: Provides feedback appropriately to other students					
B-07. Self-control: Effectively and appropriately manages own frustration, anger, and impulses					
B-08. Overall Assessment of student's skills related to Learning Attitudes and Behaviors ( <i>Note: If providing a rating of 0 or 1 on this "overall" rating, please ensure you have assessed any of the above skills that you have observed</i> ).					

Comments:

<b>C. Basic Counseling Skills</b>	<b>N</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>
C-01. Awareness of own cultural values: Demonstrates awareness of own belief system, values, needs, and biases					
C-02. Cultural awareness: Demonstrates awareness of own cultural, ethnic, racial identity					
C-03. Respect for cultural differences: Respects cultural, individual and role differences, including but not limited to those related to age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language, and SEC status.					
C-04. Basic Counseling Skills 1: Demonstrates unconditional positive regard, warmth, and empathy toward clients and others					
C-05. Basic Counseling Skills 2: Demonstrates capacity to listen reflectively, summarize, and paraphrase					
C-06. Basic Counseling Skills 3: Demonstrates capacity to use therapeutic silence					
C-07. Infers Unstated Meaning: Demonstrates ability to determine underlying meaning and unstated values of the client's story					
C-08. Boundaries: Recognizes, respects, and maintains appropriate boundaries in all professional relationships					
C-09. Elicits information: Elicits information from others in a therapeutic manner (with open-ended questions, avoidance of double questions, and not answering questions for others)					
C-10. Aware of theories: Demonstrates awareness of theories of counseling					
C-11. Informed consent: Demonstrates understanding of informed consent and the limits of confidentiality					
C-12. Overall Assessment of student's skills related to Basic Counseling Skills: <i>(Note: If providing a rating of 0 or 1 on this "overall" rating, please ensure you have assessed any of the above skills that you have observed).</i>					
Comments:					
<b>D: Fitness for Counseling</b>	<b>N</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>
D-01. Establishes therapeutic relationship: Demonstrates ability to establish a counseling relationship					
D-02. Case conceptualization: Conceptualizes cases and develops clinically appropriate treatment plans					
D-03. Practices within scope: Practices within one's level of training					
D-04. Therapeutic confrontation: Appropriately uses confrontation, re-direction, interruption					
D-05. Understands DSM: Renders clinical mental health diagnoses using the current edition of the DSM, and provides sufficient justification					
D-06. Management of SI HI: Effectively manages risk for suicidal or homicidal ideation in an ethical and clinically appropriate manner					
D-07. Reports abuse: Identifies and responds to various forms of abuse					
D-08. Substance abuse tx: Understands effective treatment protocols for chemical addiction					
D-09. Cultural sensitivity: Demonstrates multicultural awareness and sensitivity					
D-10. Case notes: Writes professionally appropriate case notes					
D-11. Referral and termination: Makes appropriate referrals and responsibly terminates cases.					
D-12. Code of ethics: Adheres to ACA Code of Ethics					

D-13. Boundary maintenance: Maintains appropriate boundaries in clinical practice					
D-14. Overall Assessment of student's skills related to Fitness for Counseling ( <i>Note: If providing a rating of 0 or 1 on this "overall" rating, please ensure you have assessed any of the above skills that you have observed.</i> )					
Comments:					
<b>E. Integration of Theory and Practice</b>	<b>N</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>
E-01. Integrates theory and practice: Integrates selected theory with his/her clinical practice					
E-02. Theoretical consistency: Presents case studies consistent with theory					
E-03. Outcome assessment: Demonstrates ability to measure outcomes based on theory					
E-04. Appreciates Variety of Theories: Demonstrates appreciation of a variety of counseling theories					
E-05. Overall Assessment of student's skills related to Integration of Theory and Practice ( <i>Note: If providing a rating of 0 or 1 on this "overall" rating please ensure you have assessed any of the above skills that you have observed.</i> )					
Comments:					
<b>F. Openness to Clinical Supervision</b>	<b>N</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>
F-01. Active learning: Actively participates in learning activities					
F-02. Responds to feedback: Responds appropriately to peer, instructor, and supervisor feedback					
F-03. Preparedness: Is usually sufficiently prepared for supervision sessions and activities					
F-04. Professional interactions: Demonstrates professionalism in all interactions with agency and program					
F-05. Compliance with rules: Complies and cooperates with agency rules and expectations					
F-06. Overall Assessment of student's skills related to Openness to Clinical Supervision ( <i>Note: If providing a rating of 0 or 1 on this "overall" rating, please ensure you have assessed any of the above skills that you have observed.</i> )					
Comments:					
<b>G. School Counseling</b>	<b>N</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>
G-01. Program Planning: Helps plan, organize, and deliver the program designed to meet the needs of the school					
G-02. Guidance Curriculum: Implements the school guidance curriculum through the use of effective instructional skills and careful planning of structured group sessions for all students.					
G-03. Individual Planning: Implements the individual planning component by guiding individuals and groups of students and their parents or guardians through the development of educational and career plans.					
G-04. School System Support: Provides system support through effective school counseling program management and support for other educational programs.					
G-05. Data Collection: Collects and analyzes data to guide program direction and emphasis.					
G-06. Program Evaluation: Helps develop a results evaluation for the program					

G-07. District Policies: Demonstrates an understanding of district and school policies and procedures					
G-08. Overall Assessment of student's skills related to School Counseling ( <i>Note: If providing a rating of 0 or 1 on this "overall" rating, please ensure you have assessed any of the above skills that you have observed.</i> )					
Comments:					

Summary of student strengths:

Summary of areas that need more attention for this student:

\_\_\_\_\_  
Site Supervisor Signature

\_\_\_\_\_  
Date

***I acknowledge that I have read and reviewed this evaluation.***

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date