**Workplace Supervisor’s Report – Formative (to be completed end of Term 2)**

Term: 1 2 (please circle)

Trainee Name:

Work base:

Name of work based supervisor(s):

Contact Details:

***Indicators outlined in blue/italics are to be used as a guide to help the supervisor reflect and comment on each aspect of supervision.***

**Observed practice this term - 1 per term required**

Method/date:

**Trainee observation of supervisor/trained therapist - at least once within the year required**

Method/date:

**Ability to use supervision** 0 1 2 3 4 5 6

Please comment on the trainee’s ability to use supervision and the supervisory relationship

***Please consider the following in relation to the trainee’s skills & attitudes in relation to supervision:***

* ***Attendance – regular/punctual?***
* ***Able to present material in an accessible way – to the supervisor & other supervisees***
* ***To give a clear presentation of the client, to enable a clear understanding of the client’s presenting difficulties***
* ***Demonstrate preparation for supervision: selected section of a recording/supervision question that relates to this***
* ***Appropriate supervision question – reflecting relevant clinical issues & relevant to trainee’s learning***
* ***Openness to feedback***
* ***Demonstrate ability to reflect on & learn from action points***
* ***Ability to implement action points into clinical work & demonstrate this in the following supervision***
* ***Ability to participate fully in the supervision process and demonstrate professional practice within this setting – including: listening skills, respect & showing empathy***
* ***To demonstrate self-awareness: ability to recognise own thoughts, feelings, assumptions, beliefs and potential impact on the therapeutic and supervisory relationship***
* ***Use of relevant paperwork prior to & during supervision***
* ***Able to follow up on any homework tasks set from supervision e.g. reading up on a specific model***
* ***Learning in supervision reflects trainee’s goals in their supervision contract***

Comments:

**Areas of competency/strengths:**

Please rate and where relevant comment on the following areas:

Assessment and formulation 0 1 2 3 4 5 6

 Incompetent Expert

Please comment on the trainee’s ability to:

* ***Identify key areas for assessment related to social learning/parenting/attachment and wider context***
* ***Organise assessment detail according to presenting problems***
* ***Demonstrate an understanding of the relationship between assessment & formulation***
* ***Ability to complete maintenance formulation***
* ***Ability to complete a developmental/longitudinal formulation & access the relevant information from the client***
* ***Conduct a thorough risk assessment – with appropriate follow up***
* ***Demonstrate use of generic and problem-specific clinical measures***
* ***Able to collaboratively agree SMART goals – reflected in the formulation***
* ***Consider engagement issues and therapeutic alliance***
* ***Awareness of any potential difficulties that may arise, e.g. literacy, communication difficulties***
* ***Have an understanding of the clients suitability for the intervention, within the service that they are able to offer***

Comments:

Use of theory 0 1 2 3 4 5 6

 Incompetent Expert

**In order to help supervisors assess the ability of the trainee to appropriately apply theory to practice, whilst also appropriately deviating from protocol when necessary, it is suggested that the following questions could help structure the assessment of this:**

* ***Which theory/model have you used in informing your practice?***
* ***What is the rationale for your choice of theory/model?***
* ***How do your interventions relate to this model and your client’s goals for treatment?***
* ***What is your rationale for the interventions?***

***It needs to be clear that trainees are applying their learning form the course directly into their clinical work and not ‘relying on’, or ‘resorting to’ using existing skills, or skills from another form of intervention.***

***Also, as appropriate, asking trainees to do HW on the theory that they are using with their clients and bringing this to supervision to discuss in relation to their client and to share with peers.***

Comments:

Techniques and skills 0 1 2 3 4 5 6

 Incompetent Expert

### Please comment on the following:

* ***The trainee’s ability to select and adapt appropriate intervention, relevant to the model and stage of therapy***
* ***The trainee’s ability to be flexible in the use of a range of social learning/parenting techniques used/observed***
* ***Demonstrate a creativity with the use of techniques***
* ***Demonstrate appropriate developmental adaptations***
* ***Implementation of techniques appropriate to the clients goals for therapy and abilities***
* ***The trainee’s ability to demonstrate a range of skills used/observed in the process of therapy, e.g. negotiating goals/agenda, positive regard, reframing, validating, receiving etc.***

Comments:

Other:

**Areas to work on:**

Assessment and formulation

Use of theory

Techniques and skills

Other

**Action Plan/Future Goals:**

**Trainee’s comments:**

**Overall Evaluation of trainee:** Satisfactory / Unsatisfactory (please circle)

 *For this stage in training.*

Signed (supervisor) …………………………………………

Signed (trainee) ……………………………………………….

Date …………………………………...