# **Practicum/Internship Student Evaluation Form**

School Psychology Program

The University Of Memphis

Memphis, TN 38152-6400

**Student:**

**Site:**

**Supervisor(s):**

**Approximate dates of practicum/internship experience: From**  **to**

**Description of responsibilities:**

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Please evaluate the student under your supervision using the following rating scale:

**N** Is ***not observed*** or is not applicable

**1** Is ***unsatisfactory***, does not meet expectations, requires very close supervision, and needs

substantial additional training

**2** Is ***satisfactory***, meets expectations, and requires the typical amount of supervision

**3** Is ***excellent***, exceeds expectations, and could function independently

Please complete the ratings based on the student’s present level of training (for example, the first practicum versus internship) and the typical expectation for students at that level.

**A. Personal Characteristics**

1. Demonstrates appropriate professional attitude

2. Accepts responsibility for work

3. Demonstrates emotional stability

4. Demonstrates appropriate poise, speech, and tact

5. Demonstrates sound professional judgment

6. Considers the scientific foundations supporting assessment, intervention, and consultation practices

7. Demonstrates attitudes essential for lifelong learning, scholarly inquiry, and professional problem-solving

8. Employs technological tools for accessing, managing, and disseminating information to enhance

professional practices

9. Establishes and maintains rapport with children and adolescents

10. Establishes and maintains rapport with parents and caregivers

11. Establishes and maintains rapport with teachers and colleagues

Comments:

**B. General Work Habits**

1. Abides by expectations for clothing and grooming

2. Keeps appointments and arrives on time

3. Manages time effectively

4. Makes arrangements for planned absences

5. Completes tasks on time

6. Completes required number of days and hours at site

Comments:

**C. Administrative, Legal, and Ethical Practices**

1. Demonstrates knowledge of and complies with administrative regulations and procedures

2. Demonstrates knowledge of and complies with legal aspects of the profession

3. Demonstrates knowledge of and complies with ethical guidelines of the profession

4. Consults with others about ethical issues as necessary

Comments:

**D. Response to Supervision**

1. Seeks supervision when necessary

2. Brings all necessary materials to supervision sessions

3. Applies supervisor’s recommendations addressing professional growth and development

4. Applies supervisor’s recommendations addressing professional practices

5. Understands own strengths and weaknesses and targets areas needing improvement

6. Presents cases in a systematic and clear manner during supervision

Comments:

**E. Sensitivity to Diversity and Individual Differences**

1. Demonstrates awareness of own culture, values, and experiences and their effects on professional and interpersonal interactions

2. Considers the influence of race/ethnicity, culture, values, and experiences and other individual differences when conceptualizing cases

3. Applies knowledge of developmental processes when conceptualizing cases

4. Demonstrates sensitivity to the effects of culture, values, and experiences during assessment activities

5. Demonstrates sensitivity to the effects of culture, values, and experiences during intervention activities

6. Demonstrates sensitivity to the effects of culture, values, and experiences during consultation and collaboration activities

Comments:

**F. Psychoeducational and Diagnostic Assessment**

1. Demonstrates understanding of psychometric measurement properties and applies relevant standards of

practice

2. Selects appropriate assessment instruments to address referral concerns

3. Motivates clients and manages problem behaviors during testing

4. Administers and scores assessment instruments accurately

5. Integrates information from multiple methods (e.g., tests, records review, interviews, and observations) and informants (e.g., parents and teachers) during interpretation

6. Conceptualizes the meaning of assessment results based on required eligibility and diagnostic frameworks and goals of the assessment

7. Writes reports that accurately and clearly describe assessment results

8. Orally presents assessment results and associated recommendations to others

Comments:

**G. Interventions**

1. Appropriately links assessment results to the development of interventions

2. Demonstrates broad knowledge of social, emotional, and behavioral interventions

3. Demonstrates broad knowledge of academic interventions

4. Identifies and employs evidence-based interventions

5. Considers client characteristics and environmental supports when designing and implementing interventions

6. Considers the acceptability of the treatment to the client when designing and implementing interventions

7. Implements individualized interventions

8. Implements group-based interventions

9. Engages in school crisis management

10. Writes reports that accurately and clearly describe intervention information

11. Orally presents intervention information to others

12. Systematically monitors and evaluates client response to interventions

Comments:

**H. Consultation**

1. Demonstrates communication and interpersonal skills required for effective consultation with others

2. Supports others in properly implementing interventions

3. Supports others in systematically monitoring and evaluating client response to interventions

4. Facilitates collaboration among teams of school personnel, families, community professionals, and others

5. Provides consultation at the systems-level to promote broad-based organizational change

Comments:

**I. Provision of Supervision**

1. Provides informal mentoring to others in training

2. Provides regularly scheduled supervision to others in training

3. Demonstrates communication and interpersonal skills required for effective supervision

4. Demonstrates the advanced knowledge of assessment, intervention, or consultation required for effective supervision

5. Promotes evidence-based practice during provision of supervision

6. Provides affirming and constructive critical feedback to supervisee

7. Considers the level of professional development of the supervisee when providing feedback and recommendations

Comments:

**Overall Evaluation**

The student meets expectations for the practicum or internship experience.

YES  NO

**Recommendations for the student’s development**:

**Recommendations for the university’s training program**:

**Recommendations for improving the quality of the practicum or internship experience:**

**Name of evaluator:** **Date:**

**Signature:**