

**Competency Assessment Form
Updated April 2019**

Mentor: _____

Name: _____

Supervisor: _____

Rotation/Training Activity: _____

Date: _____

Period of Training: Jul-Sep

Oct-Dec

Jan-Mar

Apr-Jun

COMPETENCY RATING DESCRIPTIONS	
4	Needs Remedial Work. Intern requires remedial training. Serious concerns about professional, ethical, or clinical behavior have been noted.
3	Passing. Common rating for beginning of rotation. Minimal level of performance needed to pass rotation. Common rating for beginning of new rotation. Needs frequent in-depth supervision on most cases.
2	Successful. Common rating throughout internship. Routine supervision of each activity is needed. Generally exercises good clinical and professional judgment and seeks supervision when needed.
1	Excellent. A frequent rating at the completion of internship and/or rotation. Exceeds standards expected of intern. Can perform tasks independently most of the time. Supervision focuses on the most difficult cases. Intern is ready for entry level practice.
N/A	Not applicable for this training experience or Not assessed during this evaluation period.

During this training period, the intern demonstrated their development in the following ways.

Check all methods of evaluation utilized for this assessment.

- _____ Formal demonstration of skill or knowledge (ex. presentation)
- _____ Direct observation
- _____ Video/audio tape review
- _____ Case conference or other meeting
- _____ Case studies; process notes; case notes in medical record
- _____ Assessment reports
- _____ Supervision for intervention cases
- _____ Feedback from others

RESEARCH

Intern demonstrates a knowledge base of relevant literature and has the skills to access new information from pertinent archives, which then provide the basis for practice.

Intern is able to integrate and apply the best available extant literature and clinical expertise when discussing cases, developing treatment plans, and writing assessment reports.	4	3	2	1	N/A
Intern is able to discuss relevant research during supervision while conceptualizing clients.	4	3	2	1	N/A
Intern is able to state limits of their knowledge and takes steps to address any limits of knowledge (such as conducting literature searches, consultation with experts, extra training).	4	3	2	1	N/A
Intern demonstrates ability to critically evaluate and disseminate research or other scholar activities (e.g., case conference, presentation, publications) at the local, regional, or national level.	4	3	2	1	N/A

Intern considers cultural and diversity factors when consuming or producing research and when considering the empirical basis for treatment and assessments.	4	3	2	1	N/A
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Research Comments: _____

ASSESSMENT

Intern demonstrates skills in evaluating/assessing individual behavior by observation, interview, administration of psychological instruments, and review of collateral information that leads to appropriate consultation in verbal and/or written format to the person being evaluated and other health care providers.

Intern demonstrates and applies current knowledge of diagnostic classification, functional and dysfunctional behaviors to include consideration of client strengths.	4	3	2	1	N/A
Intern is able to apply knowledge of psychopathology and client strengths to the assessment process with sensitivity to its context (including familial, cultural, and social factors).	4	3	2	1	N/A
Intern is able to determine accurate diagnoses based upon relevant assessment data (e.g., clinical interview, formal evaluation, and collateral information).	4	3	2	1	N/A
Intern selects and administers relevant psychological assessments which include objective and/or projective measures to aid in diagnosis and treatment planning from the best available empirical literature.	4	3	2	1	N/A
Intern interprets psychological assessments to aid in diagnosis, conceptualization and treatment planning while guarding against bias in decision-making and distinguishing between subjective and objective data.	4	3	2	1	N/A
Intern obtains necessary collateral information using multiple sources (e.g., record review, consultation with other health care providers, interviews with family or teachers).	4	3	2	1	N/A
Intern is able to consolidate information obtained through interviews and psychological testing into a concise report.	4	3	2	1	N/A
Intern completes written assessment reports in a timely manner.	4	3	2	1	N/A
Intern accurately and effectively provides feedback (both orally and written) to client/patient and health care providers (when applicable) regarding the findings and implications of the assessment.	4	3	2	1	N/A

Assessment Comments/List Tests Administered: _____

PSYCHOLOGICAL INTERVENTION

Intern demonstrates the ability to provide a case conceptualization based on theoretical orientation that leads to effective treatment planning.

Intern is able to develop a meaningful case conceptualization based on theoretical orientation and the relevant empirical literature.	4	3	2	1	N/A
Intern is able to use case conceptualization to collaborate with clients to develop treatment goals.	4	3	2	1	N/A

Intern is able monitor treatment goals and works with the client to revise treatment goals as necessary bases upon on-going evaluation.	4	3	2	1	N/A
Intern is able to modify and adapt interventions approaches when a clear evidence-base is lacking.	4	3	2	1	N/A

Intern is able to identify and provide most suitable psychological intervention based on theoretical orientation and extant literature.

Intern establishes and maintains effective relationship with clients.	4	3	2	1	N/A
Intern identifies and implements most suitable psychological interventions for client based upon current literature, assessment findings, diversity characteristics, contextual variables, and specific to service delivery goals.	4	3	2	1	N/A
Intern is able to modify and adapt evidence-based approaches effectively when a clear evidence-base is lacking	4	3	2	1	N/A
Intern is able to evaluate intervention effectiveness, adapt intervention goals and methods consistent with ongoing evaluation.	4	3	2	1	N/A
Intern is able to identify and discuss their own reactions to clients that may impact therapy.	4	3	2	1	N/A
Intern is able to conduct risk assessments with clients and accurately determine the appropriate level of care needed for patient safety.	4	3	2	1	N/A
Intern is able to follow clinic policy to ensure patient safety needs are met (e.g., appropriate referrals and hospitalization).	4	3	2	1	N/A
Intern properly plans, discusses and manages treatment termination for all clients.	4	3	2	1	N/A
Intern writes thorough progress notes in a timely manner.	4	3	2	1	N/A
Intern seeks immediate supervision in cases of high-risk patients and complex cases.	4	3	2	1	N/A

Intern demonstrates the ability to (co)facilitate group therapy.

Intern has knowledge of group therapy theory.	4	3	2	1	N/A
Intern facilitates group interventions that are appropriate for individual members of the group.	4	3	2	1	N/A
Intern is able to manage difficult group members during group therapy.	4	3	2	1	N/A
Intern maintains a good working relationship with group co-therapist while balancing contributions to session.	4	3	2	1	N/A
Intern writes thorough group therapy notes in a timely manner.	4	3	2	1	N/A

Intervention Comments: _____

CONSULTATION

Intern demonstrates the ability to consult and collaborate with other professionals.

Intern is knowledgeable of consultation models and practices.	4	3	2	1	N/A
Intern consults with other professionals regarding clients in an ethical manner.	4	3	2	1	N/A
Intern is able to effectively communicate with professionals when serving on a multidisciplinary treatment team.	4	3	2	1	N/A
Intern is able to create and effectively present outreach to the community.	4	3	2	1	N/A
Intern is able to consider relevant cultural factors during the consultation	4	3	2	1	N/A

process.					
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Consultation Comments: _____

PROFESSIONALISM

Intern demonstrates appropriate interactions with professionals, clients, and colleagues and displays a professional appearance.

Intern behaves in a way that reflect the values and attitudes of psychology, including integrity, deportment, professional identity, accountability, lifelong learning, and concern for the welfare of others.	4	3	2	1	N/A
Engage in self-reflection regarding one’s personal and professional functioning by engaging in activities to maintain and improve performance and professional effectiveness.	4	3	2	1	N/A
Intern interacts appropriately with professionals, such as physicians, nurses, and social workers.	4	3	2	1	N/A
Intern interacts appropriately with support staff, supervisors, treatment team, and other interns.	4	3	2	1	N/A
Intern behaves professionally in meetings and participates in seminar discussions.	4	3	2	1	N/A
Intern maintains a professional appearance by dressing appropriately.	4	3	2	1	N/A
Intern responds professionally in increasingly complex situations with a greater degree of independence as they progress across levels of training.	4	3	2	1	N/A
Intern interact with staff, supervisors, treatment teams, professionals, and peers in a culturally sensitive manner.	4	3	2	1	N/A

Intern effectively manages all aspects of clinical care.

Intern demonstrates effective time management skills in regards to clinical care, meetings, supervision, and seminars.	4	3	2	1	N/A
Intern is on time for appointments, meetings, supervision, and seminars.	4	3	2	1	N/A
Intern completes tasks with little prompting or reminders.	4	3	2	1	N/A
Intern maintains records of clinical care and completes all documentation in a timely manner.	4	3	2	1	N/A

Professionalism Comments: _____

INDIVIDUAL AND CULTURAL DIVERSITY

Intern demonstrates sensitivity to the individual and cultural diversity (including, but is not limited to, age, race, disability, ethnicity, gender, gender identity, language, national origin, religion, culture, sexual orientation, and SES) of clients as well as an awareness of their own cultural and ethnic background during therapy.

Intern demonstrates knowledge of current extant literature regarding individual and cultural diversity as it relates to addressing diversity in all professional activities (including research, training, supervision/consultation, and service).	4	3	2	1	N/A
Intern is able to respect and work effectively with diverse colleagues and clients	4	3	2	1	N/A

whose group membership, demographic characteristics, or worldviews conflict with their own.					
Intern shows awareness of how their own individual and cultural identity can impact the therapeutic relationship and discusses with clients when appropriate.	4	3	2	1	N/A
Intern utilizes supervision to discuss issues of individual and cultural diversity.	4	3	2	1	N/A

Diversity Comments: _____

ETHICAL AND LEGAL STANDARDS

Intern demonstrates good knowledge of current APA Ethical Principles and state law.

Intern actively participates in ethical & legal discussions during supervision, didactics, and seminars.	4	3	2	1	N/A
Intern is able to identify ethical concerns, apply ethical decision-making processes to resolve dilemmas, and seeks out supervision to discuss appropriate actions to resolve any issues.	4	3	2	1	N/A
Intern is knowledgeable regarding relevant regulations, rules, and policies governing psychology at the local, state, regional, and federal level and observes the current version of the APA Ethical Principles of Psychologists and Code of Conduct.	4	3	2	1	N/A
Intern follows organizational clinic policy in regard to documentation, informed consent, release of information, and issues of confidentiality.	4	3	2	1	N/A
Intern conducts him/herself in an ethical manner in all professional activities.	4	3	2	1	N/A

Intern is able to assess, manage, and document all high-risk client situations (to include suicidality, homicidality, and other safety issues).

Intern conducts a risk assessment with all new clients and as necessary with follow-up clients.	4	3	2	1	N/A
Intern develops a safety plan for all patients reporting suicidality or homicidality.	4	3	2	1	N/A
Intern is able to assess level of care needed to maintain a client's safety and takes necessary actions to ensure client safety based on clinic policy.	4	3	2	1	N/A
Intern ensures that his/her supervisor is informed and involved in all emergency procedures to ensure client safety.	4	3	2	1	N/A
Intern documents all safety plans, safety precautions, and hospitalizations thoroughly in progress notes.	4	3	2	1	N/A
Intern appropriately takes into account relevant individual and cultural factors when assessing and managing high risk client situations.	4	3	2	1	N/A

Ethical_Comments: _____

SUPERVISION

Intern actively participates in supervision and over time requires less intensive supervision to effectively function in the clinical setting.

Intern meets regularly with supervisor to discuss cases.	4	3	2	1	N/A
Intern arrives organized and prepared for supervision with agenda items to discuss.	4	3	2	1	N/A

Intern follows through on supplemental readings/educational activities that supervisor suggests.	4	3	2	1	N/A
Intern discusses high risk issues or difficult cases with supervisor immediately.	4	3	2	1	N/A
Intern is open and non-defensive regarding feedback from his/her supervisor.	4	3	2	1	N/A

Demonstrates good knowledge and use of supervision theory, models, techniques, and skills.

Intern actively participates in supervision seminars.	4	3	2	1	N/A
Is knowledgeable about theories, models, and effective practices in supervision.	4	3	2	1	N/A
Intern is able to apply knowledge of supervision theory, models, techniques and skills when supervising psychology trainees or other health professionals, provided supervision vignettes, or while role-playing.	4	3	2	1	N/A
Intern is able to consider relevant cultural factors when supervising psychology trainees or other health professionals, provided supervision vignettes, or while role-playing.	4	3	2	1	N/A

Supervision Comments: _____

COMMUNICATION AND INTERPERSONAL SKILLS

Intern utilizes appropriate interpersonal skills to communicate effectively with colleagues, supervisors, and clients.

Intern is able to develop and maintain effective relationships with a wide range of diverse individuals, including colleagues, communities, organizations, supervisors, supervisees, and clients.	4	3	2	1	N/A
Intern is able to effectively and clearly communicate with colleagues, supervisors, and clients orally, non-verbally, and in written form that is informative and well-integrated based upon a thorough grasp of professional language and concepts.	4	3	2	1	N/A
Intern is able to professionally and effectively demonstrate interpersonal skills and the ability to manage difficult communication with colleagues, supervisors, clients, and staff.	4	3	2	1	N/A

Communication Comments: _____

OVERALL IMPRESSIONS

Areas of Strength:

Areas to Improve: _____

Goal for Internship Evaluations done prior to 12 months: All objectives will be rated at a level of competence of a “3” or lower. No objectives will be rated as a “4”.

Goal for Internship Evaluations done at 12 months: At least 80% of all objectives will be rated at a level of competence of “1”. No objectives will be rated as a “4”.

If any 4’s are given, please list specific areas of competence which must be addressed as part of a remediation plan:

1. _____
2. _____
3. _____

Please sign to signify that feedback has been provided to the intern regarding the evaluation.

Faculty Signature _____
Date

Intern_Comments: _____

Intern Signature _____
Date