

# *Newfoundland and Labrador Psychology Board*

## **COMPETENCY APPRAISAL REPORT**

April 23, 2008

For the appraisal of core competencies for **MASTERS LEVEL** provisional registrants during supervised experience

ONLY TO BE COMPLETED BY THE SUPERVISOR

*NB. The supervisor must complete this report. Under no circumstances may the supervisee complete the report for the supervisor's signature.*

### **IDENTIFICATION**

**Supervisee:** \_\_\_\_\_ Certificate No. \_\_\_\_\_

**Supervisor:** \_\_\_\_\_ Certificate No. \_\_\_\_\_

### **REPORT NUMBER**

Enter the date of the first supervision meeting AFTER the date set by the board as the approved start of supervised experience: Date: \_\_\_\_\_

Based on this date, identify the report by circling the number for the amount of supervised experience completed to date:

Year 1:	4 months	1
	8 months	2
	12 months	3
Year 2	18 months	4
	24 months	5

### **CAUTION**

If the attestations on the last page are not completed and signed, the report will be considered incomplete and returned.

## **Core Competencies**

The requirements for registration include demonstration of an acceptable level of competency in five core competencies, designated in the Mutual Recognition Agreement for Psychology, namely, interpersonal relations, assessment and evaluation, intervention and consultation, research, and ethics and standards. Four of these competencies (the exception is research) are partly appraised through supervised experience, and this appraisal is mainly concerned with the skills aspect of the competencies. In the Agreement, each core competency has a definition, a description of pertinent knowledge, and a list of pertinent skills, information which is included in this form to facilitate appraisal of these four competencies.

### **Valid Basis For Appraisal**

The validity of the supervisor's appraisal is paramount. The supervisor is expected to ensure that he/she has sufficient exposure to the supervisee's practice to make valid appraisals of the supervisee's level of competence. Where applicable, this exposure must include observation<sup>1</sup> of the supervisee's practice. The supervisor may find that he/she cannot make a valid appraisal of some skills due to, for example, insufficient opportunity to observe them. If the supervisor is hesitant or unable to appraise a skill, he/she must refrain from doing so.

For each skill the supervisor attests to whether or not he/she has acquired sufficient relevant knowledge of the supervisee to appraise the skill. If the supervisor attests that he/she does not have sufficient relevant knowledge to appraise a skill, he/she must specify what is required in terms of supervisee practice and/or supervision for him/her to be able to appraise the skill.

### **Progressive Standard for Appraisal**

To maximize the efficiency and validity of the appraisal system and ensure that any significant deficits in competency are made known to the board and remedied in a timely manner, supervisors must complete a succession of appraisals during supervised experience. The first appraisal occurs when the supervisee has completed 4 months of supervision. Subsequent appraisals occur at 8, 12, 18 and 24 months.

At the start of supervised experience, it is assumed that supervisees have strengths in their knowledge and skills but they have not attained the level of competency expected for independent practice. By the end of supervised experience, it is assumed that there has been sufficient professional development for supervisees to attain the level of competency expected for independent practice. Based on these assumptions, supervisors are expected to use a progressive standard in making successive appraisals, defined as ***commensurate with what is expected***, which will rise from the standard expected of a new graduate to the standard expected for independent practice. Thus, the standard for the final appraisal report is ***always*** the level of competency expected for a professional psychologist in independent practice.

In regard to the standard for independent practice, it is important that the supervisor judge not just that there is a minimum competency displayed. Rather, the competency must be demonstrated with a level of fluency expected of a practicing professional.

At each appraisal, the supervisor is required to rate the supervisee's level of development in each skill for each of the four competencies, and say how each skill has been demonstrated. The ratings are done on a 5 point Likert-type scale with the two points below ***commensurate with what is expected*** being for ***needs some improvement*** and ***needs marked improvement***. When these points are selected, the supervisor is required to give a plan for how the supervisee's knowledge and skill will be strengthened. Such plans will be developed with the supervisee and may include, e.g., study, observation of other practitioners, special assignments, and rehearsal/practice. Please note, this is not an exhaustive list.

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<sup>1</sup> Observation is to be distinguished from direct review. Observation covers the observation of all professional activity, regardless of the presence of a third party. Direct review, as defined in the Supervision Guidelines, refers specifically to observation of practice when a third party is present and receiving service.

### Review With Supervisee

The supervisor is expected to review the completed report with the supervisee.

### Attestation

The supervisor must initial each page of the report (in writing), and sign and date it at the end to attest that he/she completed the report.

The supervisee must initial each page of the report (in writing), and sign and date it at the end to attest that he/she has read the original report as completed and signed by his/her supervisor.

### Procedure

For each skill, there are two parts to complete, and three if the supervisee needs improvement in that skill. In *PART 1* you are asked to declare whether or not you have acquired sufficient relevant knowledge of the supervisee to validly appraise it. You do this by putting a check besides either YES or NO:

- If your answer is YES, you may proceed to complete *PART 2* for that skill.
- If your answer is NO, you must indicate what is required for you to be able to appraise this skill. Your answer may cover what is required in terms of the supervisee's practice activities and your supervision activities.
- If your answer is NO, you must leave *PARTS 2 & 3* blank and go to the next item.

In *PART 2* you are asked to rate the supervisee's level of competency on the skill using a Likert-type scale, as follows:

1	2	3	4	5
Needs Marked improvement	Needs some improvement	Commensurate with what is expected	Exceeds what is expected	Exceptional

- If you select either 1 or 2, you must then complete *PART 3*, noting the area(s) in which the supervisee needs improvement and giving a plan for how this improvement will take place.

The areas noted for improvement may be in knowledge or skill, or both. If you find that a supervisee lacks some of the knowledge for a competency, as designated in its description, you must consider this in your ratings and include it in the entries for the third part.

For two competencies, **Assessment and Evaluation** and **Intervention and Consultation**, you must indicate the number of these services the supervisee has completed under your supervision during this period of supervised experience. This information is required because the supervisee has to complete a minimum number of assessments/evaluations and interventions during his/her supervised experience, as follows:

Assessments/Evaluations: 5 per year                      Interventions: 10 per year

An assessment/evaluation refers to one complete assessment or evaluation, resulting in a written report with findings, conclusions, and recommendations.

An intervention refers to a course of treatment with a client, or a process of consultation subsequent to an assessment/evaluation entailing direct contact with the client as well as with third party consultees.

# Interpersonal Relations

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## **Definition:**

This basic competency forms part of all the other competencies. Psychologists normally do their work in the context of interpersonal relationships (parent-child, spouses, boss-employee, etc.). They must therefore be able to establish and maintain a constructive working alliance with their clients, and possess adequate cultural competency.

## **Knowledge:**

Knowledge of theories and empirical data on the professional relationship, such as:

- Interpersonal relationships
- Power relationships
- Therapeutic alliance
- Interface with social psychology
- More specific knowledge of the fluctuations of the therapeutic/professional relationship as a function of intervention setting.

Knowledge of self, such as:

- Motivation
- Resources
- Values
- Personal biases
- Factors that may influence the professional relationship (e.g. boundary issues).

Knowledge of others, such as:

- Macro-environment in which the person functions (work, national norms, etc.)
- Micro-environment (personal differences, family, gender differences, etc.)

## **Skills:**

- a. Effective communication
- b. Establishment and maintenance of rapport
- c. Establishment and maintenance of trust and respect in the professional relationship.

## NOTE

Because the knowledge of self component of interpersonal relationships is less easily and reliably appraised in terms of academic coursework, this report includes an appraisal of it in addition to the three designated skills. This is the only area of knowledge, as designated for the core competencies, which is specifically appraised in the report.

## Interpersonal Relations (Continued)

### A. EFFECTIVE COMMUNICATION

**PART 1** The supervisee has engaged in activities which require this skill and I have acquired sufficient relevant knowledge of the supervisee to validly appraise his/her level of competence with this skill. \_\_\_ YES \_\_\_ NO.

If NO, specify what is required for you to be able to appraise this skill:

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IF YOU ANSWERED NO TO PART 1, SKIP PARTS 2 AND 3, AND PROCEED TO THE NEXT ITEM

**PART 2** Circle the applicable number to record your rating of the supervisee's current level of competency in this skill:

1	2	3	4	5
Needs Marked Improvement	Needs Some Improvement	Commensurate with what is expected	Exceeds what is expected	Exceptional

Describe how the supervisee has demonstrated competency in this skill:

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**PART 3** If your rating was 1 or 2 in PART 2, describe what improvements the supervisee needs to make in this skill:

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Give the plan for how the supervisee will make these improvements in this skill:

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Initials: Supervisor \_\_\_\_\_ Supervisee: \_\_\_\_\_

## Interpersonal Relations (Continued)

### **B. ESTABLISHMENT AND MAINTENANCE OF RAPPORT**

**PART 1** The supervisee has engaged in activities which require this skill and I have acquired sufficient relevant knowledge of the supervisee to validly appraise his/her level of competence with this skill. \_\_\_ YES \_\_\_ NO.

If NO, specify what is required for you to be able to appraise this skill:

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IF YOU ANSWERED NO TO PART 1, SKIP PARTS 2 AND 3, AND PROCEED TO THE NEXT ITEM

**PART 2** Circle the applicable number to record your rating of the supervisee's current level of competency in this skill:

1	2	3	4	5
Needs Marked Improvement	Needs Some Improvement	Commensurate with what is expected	Exceeds what is expected	Exceptional

Describe how the supervisee has demonstrated competency in this skill:

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**PART 3** If your rating was 1 or 2 in PART 2, describe what improvements the supervisee needs to make in this skill:

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Give the plan for how the supervisee will make these improvements in this skill:

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## Interpersonal Relations (Continued)

### **C. ESTABLISHMENT AND MAINTENANCE OF TRUST AND RESPECT IN THE PROFESSIONAL RELATIONSHIP**

**PART 1** The supervisee has engaged in activities which require this skill and I have acquired sufficient relevant knowledge of the supervisee to validly appraise his/her level of competence with this skill. \_\_\_ YES \_\_\_ NO.

If NO, specify what is required for you to be able to appraise this skill:

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IF YOU ANSWERED NO TO PART 1, SKIP PARTS 2 AND 3, AND PROCEED TO THE NEXT ITEM

**PART 2** Circle the applicable number to record your rating of the supervisee's current level of competency in this skill:

1	2	3	4	5
Needs Marked Improvement	Needs Some Improvement	Commensurate with what is expected	Exceeds what is expected	Exceptional

Describe how the supervisee has demonstrated competency in this skill:

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**PART 3** If your rating was 1 or 2 in PART 2, describe what improvements the supervisee needs to make in this skill:

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Give the plan for how the supervisee will make these improvements in this skill:

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## Interpersonal Relations (Continued)

### D. KNOWLEDGE OF SELF

**PART 1** The supervisee has engaged in activities which entail and demonstrate knowledge of self and I have acquired sufficient relevant knowledge of the supervisee to validly appraise the level of his/her knowledge of self. \_\_\_ YES \_\_\_ NO.

If NO, specify what is required for you to be able to appraise this knowledge:

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IF YOU ANSWERED NO TO PART 1, SKIP PARTS 2 AND 3, AND PROCEED TO THE NEXT ITEM

**PART 2** Circle the applicable number to record your rating of the supervisee's current level of self-knowledge:

1	2	3	4	5
Needs Marked Improvement	Needs Some Improvement	Commensurate with what is expected	Exceeds what is expected	Exceptional

Describe how the supervisee has demonstrated self-knowledge:

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**PART 3** If your rating was 1 or 2 in PART 2, describe what improvements the supervisee needs to make in his/her self-knowledge:

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Give the plan for how the supervisee will make these improvements in his/her self-knowledge:

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# Assessment and Evaluation

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## Definition:

A competent professional psychologist draws on diverse methods of evaluation, determining which methods are best suited to the task at hand, rather than relying solely or primarily on formalized testing as an automatic response to situations requiring assessment.

The appropriate subject of evaluation in many instances is not an individual person but a couple, family, organization, or system at some other level of organization.

The skills required for assessment can and should be applied to many situations other than initial evaluation, including, for example, treatment outcome, program evaluation, and problems occurring in a broad spectrum of non-clinical settings.

The primary purpose of psychological assessment is to provide an understanding that informs a practical plan of action. It may result in a diagnostic classification or in the identification of strengths or competencies.

## Knowledge:

- Assessment methods
- Knowledge of populations served
- Human development
- Diagnosis.

## Skills:

- a. Formulation of a referral question
- b. Selection of methods
- c. Information collection and processing
- d. Psychometric methods
- e. Formulation of hypotheses and making a diagnosis when appropriate
- f. Report writing
- g. Formulation of an action plan.

Please enter the number of assessments/evaluations completed by the supervisee and reviewed by you during this report period: **(5 are required per year)**

## Assessment and Evaluation (Continued)

### A. FORMULATION OF A REFERRAL QUESTION

**PART 1** The supervisee has engaged in activities which require this skill and I have acquired sufficient relevant knowledge of the supervisee to validly appraise his/her level of competence with this skill. \_\_\_ YES \_\_\_ NO.

If NO, specify what is required for you to be able to appraise this skill:

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IF YOU ANSWERED NO TO PART 1, SKIP PARTS 2 AND 3, AND PROCEED TO THE NEXT ITEM

**PART 2** Circle the applicable number to record your rating of the supervisee's current level of competency in this skill:

1	2	3	4	5
Needs Marked Improvement	Needs Some Improvement	Commensurate with what is expected	Exceeds what is expected	Exceptional

Describe how the supervisee has demonstrated competency in this skill:

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**PART 3** If your rating was 1 or 2 in PART 2, describe what improvements the supervisee needs to make in this skill:

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Give the plan for how the supervisee will make these improvements in this skill:

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## Assessment and Evaluation (Continued)

### B. SELECTION OF METHODS

**PART 1** The supervisee has engaged in activities which require this skill and I have acquired sufficient relevant knowledge of the supervisee to validly appraise his/her level of competence with this skill. \_\_\_ YES \_\_\_ NO.

If NO, specify what is required for you to be able to appraise this skill:

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IF YOU ANSWERED NO TO PART 1, SKIP PARTS 2 AND 3, AND PROCEED TO THE NEXT ITEM

**PART 2** Circle the applicable number to record your rating of the supervisee's current level of competency in this skill:

1	2	3	4	5
Needs Marked Improvement	Needs Some Improvement	Commensurate with what is expected	Exceeds what is expected	Exceptional

Describe how the supervisee has demonstrated competency in this skill:

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**PART 3** If your rating was 1 or 2 in PART 2, describe what improvements the supervisee needs to make in this skill:

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Give the plan for how the supervisee will make these improvements in this skill:

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Initials: Supervisor \_\_\_\_\_ Supervisee: \_\_\_\_\_

## Assessment and Evaluation (Continued)

### **C. INFORMATION COLLECTION AND PROCESSING**

**PART 1** The supervisee has engaged in activities which require this skill and I have acquired sufficient relevant knowledge of the supervisee to validly appraise his/her level of competence with this skill.  YES  NO.

If NO, specify what is required for you to be able to appraise this skill:

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IF YOU ANSWERED NO TO PART 1, SKIP PARTS 2 AND 3, AND PROCEED TO THE NEXT ITEM

**PART 2** Circle the applicable number to record your rating of the supervisee's current level of competency in this skill:

1	2	3	4	5
Needs Marked Improvement	Needs Some Improvement	Commensurate with what is expected	Exceeds what is expected	Exceptional

Describe how the supervisee has demonstrated competency in this skill:

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**PART 3** If your rating was 1 or 2 in PART 2, describe what improvements the supervisee needs to make in this skill:

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Give the plan for how the supervisee will make these improvements in this skill:

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## Assessment and Evaluation (Continued)

### D. PSYCHOMETRIC METHODS

**PART 1** The supervisee has engaged in activities which require this skill and I have acquired sufficient relevant knowledge of the supervisee to validly appraise his/her level of competence with this skill. \_\_\_ YES \_\_\_ NO.

If NO, specify what is required for you to be able to appraise this skill:

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IF YOU ANSWERED NO TO PART 1, SKIP PARTS 2 AND 3, AND PROCEED TO THE NEXT ITEM

**PART 2** Circle the applicable number to record your rating of the supervisee's current level of competency in this skill:

1	2	3	4	5
Needs Marked Improvement	Needs Some Improvement	Commensurate with what is expected	Exceeds what is expected	Exceptional

Describe how the supervisee has demonstrated competency in this skill:

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**PART 3** If your rating was 1 or 2 in PART 2, describe what improvements the supervisee needs to make in this skill:

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Give the plan for how the supervisee will make these improvements in this skill:

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## Assessment and Evaluation (Continued)

### **E. FORMULATION OF HYPOTHESES AND MAKING A DIAGNOSIS WHEN APPROPRIATE**

**PART 1** The supervisee has engaged in activities which require this skill and I have acquired sufficient relevant knowledge of the supervisee to validly appraise his/her level of competence with this skill. \_\_\_ YES \_\_\_ NO.

If NO, specify what is required for you to be able to appraise this skill:

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IF YOU ANSWERED NO TO PART 1, SKIP PARTS 2 AND 3, AND PROCEED TO THE NEXT ITEM

**PART 2** Circle the applicable number to record your rating of the supervisee's current level of competency in this skill:

1	2	3	4	5
Needs Marked Improvement	Needs Some Improvement	Commensurate with what is expected	Exceeds what is expected	Exceptional

Describe how the supervisee has demonstrated competency in this skill:

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**PART 3** If your rating was 1 or 2 in PART 2, describe what improvements the supervisee needs to make in this skill:

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Give the plan for how the supervisee will make these improvements in this skill:

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Initials: Supervisor \_\_\_\_\_ Supervisee: \_\_\_\_\_



## Assessment and Evaluation (Continued)

### F. REPORT WRITING

**PART 1** The supervisee has engaged in activities which require this skill and I have acquired sufficient relevant knowledge of the supervisee to validly appraise his/her level of competence with this skill. \_\_\_ YES \_\_\_ NO.

If NO, specify what is required for you to be able to appraise this skill:

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IF YOU ANSWERED NO TO PART 1, SKIP PARTS 2 AND 3, AND PROCEED TO THE NEXT ITEM

**PART 2** Circle the applicable number to record your rating of the supervisee's current level of competency in this skill:

1	2	3	4	5
Needs Marked Improvement	Needs Some Improvement	Commensurate with what is expected	Exceeds what is expected	Exceptional

Describe how the supervisee has demonstrated competency in this skill:

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**PART 3** If your rating was 1 or 2 in PART 2, describe what improvements the supervisee needs to make in this skill:

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Give the plan for how the supervisee will make these improvements in this skill:

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## Assessment and Evaluation (Continued)

### G. FORMULATION OF AN ACTION PLAN

**PART 1** The supervisee has engaged in activities which require this skill and I have acquired sufficient relevant knowledge of the supervisee to validly appraise his/her level of competence with this skill. \_\_\_ YES \_\_\_ NO.

If NO, specify what is required for you to be able to appraise this skill:

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IF YOU ANSWERED NO TO PART 1, SKIP PARTS 2 AND 3, AND PROCEED TO THE NEXT ITEM

**PART 2** Circle the applicable number to record your rating of the supervisee's current level of competency in this skill:

1	2	3	4	5
Needs Marked Improvement	Needs Some Improvement	Commensurate with what is expected	Exceeds what is expected	Exceptional

Describe how the supervisee has demonstrated competency in this skill:

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**PART 3** If your rating was 1 or 2 in PART 2, describe what improvements the supervisee needs to make in this skill:

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Give the plan for how the supervisee will make these improvements in this skill:

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# Intervention and Consultation

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**Definition:**

The intervention competency is conceptualized as activities that promote, restore, sustain, and/or enhance positive functioning and a sense of well-being in clients through preventive, developmental and/or remedial services. A broad, comprehensive vision of the intervention competency should include explicitly theory as well as the following knowledge and skills.

**Knowledge:**

The learning of an array of varied interventions with individuals and systems (e.g. couples, families, groups, and organizations).

A respect for the positive aspects of all major approaches, which should reflect an openness to varied viewpoints and methods.

Awareness of when to make appropriate referrals and consult.

Awareness of contexts and diversity.

Knowledge of interventions promote health and wellness.

**Skills:**

- a. Establish and maintain professional relationships with clients from all populations served
- b. Establish and maintain appropriate interdisciplinary relationships with colleagues
- c. Gather information about the nature and severity of problems and formulate hypotheses about the factors contributing to the problem through qualitative and quantitative means
- d. Select appropriate intervention methods
- e. Analyze the information, develop a conceptual framework, and communicate this to the client

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Please enter the number of interventions completed by the supervisee and reviewed by you during this report period: **(10 are required per year)**

## Intervention and Consultation (Continued)

**A. ESTABLISH AND MAINTAIN PROFESSIONAL RELATIONSHIPS WITH CLIENTS FROM ALL POPULATIONS SERVED**

**PART 1** . The supervisee has engaged in activities which require this skill and I have acquired sufficient relevant knowledge of the supervisee to validly appraise his/her level of competence with this skill. \_\_\_ YES \_\_\_ NO.

If NO, specify what is required for you to be able to appraise this skill:

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IF YOU ANSWERED NO TO PART 1, SKIP PARTS 2 AND 3, AND PROCEED TO THE NEXT ITEM

**PART 2** Circle the applicable number to record your rating of the supervisee's current level of competency in this skill:

1	2	3	4	5
Needs Marked Improvement	Needs Some Improvement	Commensurate with what is expected	Exceeds what is expected	Exceptional

Describe how the supervisee has demonstrated competency in this skill:

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**PART 3** If your rating was 1 or 2 in PART 2, describe what improvements the supervisee needs to make in this skill:

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Give the plan for how the supervisee will make these improvements in this skill:

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Initials: Supervisor \_\_\_\_\_ Supervisee: \_\_\_\_\_

## Intervention and Consultation (Continued)

### **B. ESTABLISH AND MAINTAIN APPROPRIATE INTERDISCIPLINARY RELATIONSHIPS WITH COLLEAGUES**

**PART 1** The supervisee has engaged in activities which require this skill and I have acquired sufficient relevant knowledge of the supervisee to validly appraise his/her level of competence with this skill. \_\_\_ YES \_\_\_ NO.

If NO, specify what is required for you to be able to appraise this skill:

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IF YOU ANSWERED NO TO PART 1, SKIP PARTS 2 AND 3, AND PROCEED TO THE NEXT ITEM

**PART 2** Circle the applicable number to record your rating of the supervisee's current level of competency in this skill:

1	2	3	4	5
Needs Marked Improvement	Needs Some Improvement	Commensurate with what is expected	Exceeds what is expected	Exceptional

Describe how the supervisee has demonstrated competency in this skill:

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**PART 3** If your rating was 1 or 2 in PART 2, describe what improvements the supervisee needs to make in this skill:

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Give the plan for how the supervisee will make these improvements in this skill:

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## Intervention and Consultation (Continued)

**C. GATHER INFORMATION ABOUT THE NATURE AND SEVERITY OF PROBLEMS AND FORMULATE HYPOTHESES ABOUT THE FACTORS CONTRIBUTING TO THE PROBLEM THROUGH QUALITATIVE AND QUANTITATIVE MEANS**

**PART 1** The supervisee has engaged in activities which require this skill and I have acquired sufficient relevant knowledge of the supervisee to validly appraise his/her level of competence with this skill. \_\_ YES \_\_ NO.

If NO, specify what is required for you to be able to appraise this skill:

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IF YOU ANSWERED NO TO PART 1, SKIP PARTS 2 AND 3, AND PROCEED TO THE NEXT ITEM

**PART 2** Circle the applicable number to record your rating of the supervisee's current level of competency in this skill:

1	2	3	4	5
Needs Marked Improvement	Needs Some Improvement	Commensurate with what is expected	Exceeds what is expected	Exceptional

Describe how the supervisee has demonstrated competency in this skill:

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**PART 3** If your rating was 1 or 2 in PART 2, describe what improvements the supervisee needs to make in this skill:

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Give the plan for how the supervisee will make these improvements in this skill:

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## Intervention and Consultation (Continued)

### D. SELECTION OF APPROPRIATE INTERVENTION METHODS

**PART 1** The supervisee has engaged in activities which require this skill and I have acquired sufficient relevant knowledge of the supervisee to validly appraise his/her level of competence with this skill.  YES  NO.

If NO, specify what is required for you to be able to appraise this skill:

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IF YOU ANSWERED NO TO PART 1, SKIP PARTS 2 AND 3, AND PROCEED TO THE NEXT ITEM

**PART 2** Circle the applicable number to record your rating of the supervisee's current level of competency in this skill:

1	2	3	4	5
Needs Marked Improvement	Needs Some Improvement	Commensurate with what is expected	Exceeds what is expected	Exceptional

Describe how the supervisee has demonstrated competency in this skill:

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**PART 3** If your rating was 1 or 2 in PART 2, describe what improvements the supervisee needs to make in this skill:

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Give the plan for how the supervisee will make these improvements in this skill:

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## Intervention and Consultation (Continued)

**E. ANALYZE THE INFORMATION, DEVELOP A CONCEPTUAL FRAMEWORK, AND COMMUNICATE THIS TO THE CLIENT**

**PART 1** The supervisee has engaged in activities which require this skill and I have acquired sufficient relevant knowledge of the supervisee to validly appraise his/her level of competence with this skill.  YES  NO.

If NO, specify what is required for you to be able to appraise this skill:

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IF YOU ANSWERED NO TO PART 1, SKIP PARTS 2 AND 3, AND PROCEED TO THE NEXT ITEM

**PART 2** Circle the applicable number to record your rating of the supervisee's current level of competency in this skill:

1	2	3	4	5
Needs	Needs	Commensurate	Exceeds	Exceptional
Marked	Some	with what is	what is	
Improvement	Improvement	expected	expected	

Describe how the supervisee has demonstrated competency in this skill:

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**PART 3** If your rating was 1 or 2 in PART 2, describe what improvements the supervisee needs to make in this skill:

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Give the plan for how the supervisee will make these improvements in this skill:

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# Ethics and Standards

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## **Definition:**

Professionals accept their obligations, are sensitive to others, and conduct themselves in an ethical manner. They establish professional relationships within the applicable constraints and standards.

## **Knowledge:**

- Ethical principles
- Standards of professional conduct
- Responsibilities to clients, society, the profession, and colleagues
- Awareness of potentially conflicting principles
- Standards for psychological tests and measurements
- Standards for conducting psychological research
- Jurisprudence and local knowledge

## **Skills:**

- a. Ethical decision-making process
- b. Proactive identification of potential ethical dilemmas
- c. Resolution of ethical dilemmas

## Ethics and Standards (Continued)

### A. ETHICAL DECISION-MAKING PROCESS

**PART 1** The supervisee has engaged in activities which require this skill and I have acquired sufficient relevant knowledge of the supervisee to validly appraise his/her level of competence with this skill. \_\_\_ YES \_\_\_ NO.

If NO, specify what is required for you to be able to appraise this skill:

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IF YOU ANSWERED NO TO PART 1, SKIP PARTS 2 AND 3, AND PROCEED TO THE NEXT ITEM

**PART 2** Circle the applicable number to record your rating of the supervisee's current level of competency in this skill:

1	2	3	4	5
Needs Marked Improvement	Needs Some Improvement	Commensurate with what is expected	Exceeds what is expected	Exceptional

Describe how the supervisee has demonstrated competency in this skill:

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**PART 3** If your rating was 1 or 2 in PART 2, describe what improvements the supervisee needs to make in this skill:

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Give the plan for how the supervisee will make these improvements in this skill:

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Initials: Supervisor \_\_\_\_\_ Supervisee: \_\_\_\_\_

## Ethics and Standards (Continued)

### **B. PROACTIVE IDENTIFICATION OF POTENTIAL ETHICAL DILEMMAS**

**PART 1** The supervisee has engaged in activities which require this skill and I have acquired sufficient relevant knowledge of the supervisee to validly appraise his/her level of competence with this skill.  YES  NO.

If NO, specify what is required for you to be able to appraise this skill:

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IF YOU ANSWERED NO TO PART 1, SKIP PARTS 2 AND 3, AND PROCEED TO THE NEXT ITEM

**PART 2** Circle the applicable number to record your rating of the supervisee's current level of competency in this skill:

1	2	3	4	5
Needs Marked Improvement	Needs Some Improvement	Commensurate with what is expected	Exceeds what is expected	Exceptional

Describe how the supervisee has demonstrated competency in this skill:

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**PART 3** If your rating was 1 or 2 in PART 2, describe what improvements the supervisee needs to make in this skill:

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Give the plan for how the supervisee will make these improvements in this skill:

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## Ethics and Standards (Continued)

### **C. RESOLUTION OF ETHICAL DILEMMAS**

**PART 1** The supervisee has engaged in activities which require this skill and I have acquired sufficient relevant knowledge of the supervisee to validly appraise his/her level of competence with this skill. \_\_\_ YES \_\_\_ NO.

If NO, specify what is required for you to be able to appraise this skill:

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IF YOU ANSWERED NO TO PART 1, SKIP PARTS 2 AND 3, AND PROCEED TO THE NEXT ITEM

**PART 2** Circle the applicable number to record your rating of the supervisee's current level of competency in this skill:

1	2	3	4	5
Needs Marked Improvement	Needs Some Improvement	Commensurate with what is expected	Exceeds what is expected	Exceptional

Describe how the supervisee has demonstrated competency in this skill:

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**PART 3** If your rating was 1 or 2 in PART 2, describe what improvements the supervisee needs to make in this skill:

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Give the plan for how the supervisee will make these improvements in this skill:

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# ATTESTATIONS

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## SUPERVISOR

I, \_\_\_\_\_ (supervisor), attest that I, and I alone, completed this competency appraisal report on \_\_\_\_\_ (supervisee); that this report gives a fair and accurate appraisal of his/her competencies **at this time**; and that, after completing the report, I reviewed it with him/her.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

## SUPERVISEE

Complete the applicable option:

I, \_\_\_\_\_ (supervisee), attest that I have read this report and I accept its findings.

I, \_\_\_\_\_ (supervisee), attest that I have read this report and I do not accept the following findings:

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Signed: \_\_\_\_\_ Date: \_\_\_\_\_