

**University of British Columbia  
Counselling Psychology (CNPS) Area  
Counselling Trainee Evaluation**

**0 = Not observed/Not applicable**

**1 = Not Meeting/Unsatisfactory (Fail) – The counselling trainee is unable to perform the task/activity, despite repeated supervisory feedback**

**2 = Approaching/Below Average (Remediate) – The counselling trainee performs the task/activity inconsistently and below the expected developmental level.**

**3 = Meeting/Average (Pass) – The counselling trainee performs the task/activity as expected for the developmental level with ongoing supervision.**

**4 = Above Average (Pass) – The counselling trainee performs the task/activity well, slightly above their developmental level and with routine supervision.**

**5 = Exceeding/Superior (Pass) – The counselling trainee performs the task/activity independently, well above their developmental level and with minimal supervision.**

**Instructions:** When completing this form, it would be expected that all students should be receiving a 3 or higher unless the supervisor has had prior conversation(s) with the student about feedback regarding any items listed at a 2 or lower.

**Should there be items at a 2 or lower, please contact Dr. Joshua Madsen (for PSCTC instructor) or the CNPS 598 instructor (for external sites) to discuss a remediation plan for the student. This plan should also be clearly communicated with the student at the earliest point possible.**

When reviewing these items, please consider a 3 for example as “Meeting” or “Average” for the student’s developmental level. For example, if the counselling trainee is a second-year master’s students, please consider and score accordingly how this counselling trainee fits as compared to other second-year master’s students. Please use 4s and 5s in exceptional situations.

Please ONLY indicate 0 in cases where “if applicable” is indicated.

## Personal and Professional Development

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1. The counselling trainee consistently comes to clinic/practicum in a professional, prepared manner (e.g., on time, prepared for the day, dressed appropriately, etc.). The counselling trainee is professional in his/her/their presentation and behaviour.  
**0    1    2    3    4    5**
2. The counselling trainee consistently displays professional and respectful behavior appropriate to the setting.  
**0    1    2    3    4    5**
3. The counselling trainee uses time efficiently and effectively. They are able to manage practicum responsibilities, including keeping appointments, meeting deadlines, and being punctual.  
**0    1    2    3    4    5**
4. The counselling trainee is able to work independently while balancing having the awareness of if/when to ask for consultation/supervision.  
**0    1    2    3    4    5**
5. The counselling trainee demonstrates adequate preparation and planning for client sessions.  
**0    1    2    3    4    5**

***Supervisor Comments:***

***Student Comments:***

## Professional Ethics

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1. The counselling trainee demonstrates awareness of CPA (PhD) and CCPA (Master's) code of ethics and legal issues.

**0    1    2    3    4    5**

2. The counselling trainee is able to apply CPA/CCPA code of ethics in clinical and professional decision-making.

**0    1    2    3    4    5**

3. The counselling trainee acts ethically in his/her/their interactions with clients, peers, and professionals.

**0    1    2    3    4    5**

4. The counselling trainee maintains the confidentiality of clients while abiding by ethical and legal standards governing both clinical practice and the clinic/agency guidelines.

**0    1    2    3    4    5**

5. The counselling trainee understands and follows clinic procedures.

**0    1    2    3    4    5**

6. The counselling trainee's files are comprehensive and up-to-date.

**0    1    2    3    4    5**

7. The counselling trainee demonstrates respect for others in all areas of professional practice.

**0    1    2    3    4    5**

8. The counselling trainee demonstrates appropriate personal and professional boundaries.

**0    1    2    3    4    5**

9. The counselling trainee is an active and contributing member of the clinic team.

**0    1    2    3    4    5**

10. The counselling trainee is able to perform ethically in all areas of clinical practice (i.e., informed consent, confidentiality, relationships, maintenance of records, assessment procedures, and limits on practice).

**0      1      2      3      4      5**

***Supervisor Comments:***

***Student Comments:***

## Theoretical Conceptualization

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1. The counselling trainee demonstrates knowledge of at least one theoretical model.

**0      1      2      3      4      5**

2. The counselling trainee is able to conceptualize cases utilizing this theoretical model.

**0      1      2      3      4      5**

3. The counselling trainee's work with clients is based on a coherent, theoretical conceptualization of the client's presenting issues.

**0      1      2      3      4      5**

4. The counselling trainee demonstrates an awareness and understanding of the distinction between theory and intervention/technique.

**0      1      2      3      4      5**

5. The counselling trainee demonstrates an understanding of the distinction between choosing interventions consistent with their theory as opposed to those inconsistent with their theory. They are able to articulate a rationale for these choices.

**0      1      2      3      4      5**

***Supervisor Comments:***

***Student Comments:***

## **Assessment, Diagnoses, Report Writing, and Clinical Records (Some only relevant to Doctoral Students)**

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1. The counselling trainee is able to effectively and efficiently conduct a clinical interview and gather relevant data.  
**0    1    2    3    4    5**
  
2. The counselling trainee is able to establish rapport with his/her/their clients during the intake/assessment process.  
**0    1    2    3    4    5**
  
3. The counselling trainee is able to develop an understanding of his/her/their client's presenting problems.  
**0    1    2    3    4    5**
  
4. The counselling trainee is able to effectively conceptualize the client's case integrating information from assessment.  
**0    1    2    3    4    5**
  
5. The counselling trainee is able to communicate any assessment results, including presenting concerns (for relevant masters students), and/or diagnostic opinions (for relevant doctoral students) in an effective and professional manner. (if applicable)  
**0    1    2    3    4    5**
  
6. The counselling trainee provides useful and appropriate recommendations based on data collected.  
**0    1    2    3    4    5**
  
7. The counselling trainee demonstrates the abilities and skills to assess risk and develop a safety plan.  
**0    1    2    3    4    5**
  
8. The counselling trainee is able to gather, synthesize, and interpret results from multiple sources (e.g., clinical interviewing, behavioral observations, multiple assessment tools).  
**0    1    2    3    4    5**
  
9. The counselling trainee is able to accurately and effectively conceptualize their client's presenting concerns, to identify and describe interventions used, and to articulate any ongoing goals/homework/plans in written format in their clinical notes.  
**0    1    2    3    4    5**

10. The counselling trainee is able to formulate a diagnosis using the DSM-5 TR. (doctoral students only)

**0      1      2      3      4      5**

11. The counselling trainee is able to select and adapt assessment methods and tools. (if applicable, i.e. in doctoral-level assessment practicums)

**0      1      2      3      4      5**

12. The counselling trainee is able to administer and score various assessment tools. (if applicable, i.e. in doctoral-level assessment practicums)

**0      1      2      3      4      5**

13. The counselling trainee demonstrates awareness of the limitations of test data. (if applicable, i.e. in doctoral-level assessment practicums)

**0      1      2      3      4      5**

14. The counselling trainee is able to effectively write reports based on data collected (if applicable, i.e., in doctoral-level assessment practicum).

**0      1      2      3      4      5**

***Supervisor Comments:***

***Student Comments:***

## Basic Counselling Skills

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1. The counselling trainee demonstrates comprehension of their clients' issues.  
**0    1    2    3    4    5**
  
2. The counselling trainee demonstrates awareness of both verbal and non-verbal behaviors of clients.  
**0    1    2    3    4    5**
  
3. The counselling trainee is able to respond effectively to their clients using both verbal and non-verbal interventions.  
**0    1    2    3    4    5**
  
4. The counselling trainee is able to convey warmth and caring to the client.  
**0    1    2    3    4    5**
  
5. The counselling trainee is able to consistently respond to client presenting concerns with basic counselling skills (e.g., reflection of emotions, paraphrasing, appropriate use of questions)  
**0    1    2    3    4    5**
  
6. The counselling trainee demonstrates advanced empathy.  
**0    1    2    3    4    5**
  
7. The counselling trainee facilitates client expression of thoughts and emotions.  
**0    1    2    3    4    5**
  
8. The counselling trainee is able to identify relationships among conceptual themes as expressed by the client.  
**0    1    2    3    4    5**
  
9. The counselling trainee responds to important developments in the session.  
**0    1    2    3    4    5**

10. The counselling trainee appears comfortable in the role as the counsellor.

0    1    2    3    4    5

11. The counselling trainee effectively utilizes advanced skills, such as confrontation and challenge, as appropriate and necessary.

0    1    2    3    4    5

12. The counselling trainee is able to work collaboratively with clients to develop realistic treatment outcomes/process goals.

0    1    2    3    4    5

13. The counselling trainee demonstrates an understanding of interpersonal dynamics in the therapeutic relationship.

0    1    2    3    4    5

14. The counselling trainee is able to repair the therapeutic alliance if and when necessary.

0    1    2    3    4    5

***Supervisor Comments:***

***Student Comments:***

## Interventions

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1. The counselling trainee selects counselling strategies appropriate to client problems (diagnosis if relevant) and develops and implements appropriate plans of action based on the relevant literature.  
**0    1    2    3    4    5**
  
2. The counselling trainee is able to demonstrate a rationale for decisions on interventions utilized.  
**0    1    2    3    4    5**
  
3. The counselling trainee has knowledge of evidence-based practices and is able to apply evidence-based practices in their assessment and interventions.  
**0    1    2    3    4    5**
  
4. The counselling trainee is able to select, apply, and modify interventions to treat specific client concerns and/or diagnostic criteria based on available research evidence and contextual factors.  
**0    1    2    3    4    5**
  
5. The counselling trainee is able to engage in collaborative intervention planning with client(s) and any relevant stakeholders.  
**0    1    2    3    4    5**
  
6. The counselling trainee is able to engage in consultation and collaboration across professions. (if applicable)  
**0    1    2    3    4    5**
  
7. The counselling trainee applies an appropriate course of action when presented with client resistance, silence, hostility, indifference, lack of motivation, unresponsiveness, and dependency.  
**0    1    2    3    4    5**
  
8. The counselling trainee selects the appropriate continuation/termination strategy given the client's presenting problem: (a) continuation of counselling and the choice of a particular strategy; (b) referral to another professional-education source; (c) termination of counselling.  
**0    1    2    3    4    5**

***Supervisor Comments:***

***Student Comments:***

## **Supervision & Counselling Trainee Self-Awareness/Reflection (Student as Supervisee)**

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1. The counselling trainee is able to collaboratively develop a training plan and goals with supervisor.  
**0    1    2    3    4    5**
  
2. The counselling trainee is well-prepared for, and takes initiative in, supervision.  
**0    1    2    3    4    5**
  
3. The counselling trainee is aware of how his/her/their behavior and attitudes affect the client.  
**0    1    2    3    4    5**
  
4. The counselling trainee is aware of how he/she/they are affected by interactions with the client.  
**0    1    2    3    4    5**
  
5. The counselling trainee is open, receptive, and non-defensive to supervisory feedback and feedback from colleagues.  
**0    1    2    3    4    5**
  
6. The student is able to appropriately incorporate supervisor feedback into his/her/their counselling sessions.  
**0    1    2    3    4    5**
  
7. The counselling trainee uses supervision openly and constructively.  
**0    1    2    3    4    5**
  
8. The counselling trainee is considerate and thoughtful in providing feedback to others.  
**0    1    2    3    4    5**
  
9. The counselling trainee communicates openly about his/her/their clinical and supervisory concerns.  
**0    1    2    3    4    5**
  
10. The counselling trainee demonstrates the ability to use self-reflection/examination in supervision.  
**0    1    2    3    4    5**

11. The counselling trainee is able to evaluate his/her/their own strengths and limitations through self-assessment and feedback from others.

**0      1      2      3      4      5**

12. The counselling trainee seeks out supervision when appropriate and necessary.

**0      1      2      3      4      5**

***Supervisor Comments:***

***Student Comments:***

## **Interpersonal Competence and Communication**

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1. The counselling trainee is able to effectively communicate in oral interactions with clients, colleagues, staff, clients, and stakeholders.

**0      1      2      3      4      5**

2. The counselling trainee develops warm and constructive working alliances with colleagues, staff, clients, and stakeholders.

**0      1      2      3      4      5**

3. The counselling trainee is able to effectively communicate in written format.

**0      1      2      3      4      5**

4. The counselling trainee establishes professional relationships with client and staff and manages these relationships successfully.

**0      1      2      3      4      5**

5. The counselling trainee is able to identify and manage interpersonal conflict.

**0      1      2      3      4      5**

6. The counsellor trainee is able to effectively express themselves and present case conceptualizations both in individual and group supervision.

**0      1      2      3      4      5**

***Supervisor Comments:***

***Student Comments:***

## Social Justice, Multicultural Competencies, and Diversity

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1. The counselling trainee demonstrates awareness of his/her/their own cultural identities and how they impact others.

**0    1    2    3    4    5**

2. The counselling trainee demonstrates awareness of his/her/their own biases and assumptions and how these can influence the counselling process.

**0    1    2    3    4    5**

3. The counselling trainee demonstrates awareness and understanding of the socio-cultural backgrounds and identities of clients and how these impact the client, the relationship, etc.

**0    1    2    3    4    5**

4. The counselling trainee demonstrates an awareness and appreciation of individual differences (e.g., age, gender, race, sex, ableness)

**0    1    2    3    4    5**

5. The counselling trainee is able to effectively work with clients from a broad range of diverse backgrounds.

**0    1    2    3    4    5**

6. The counselling trainee is able to demonstrate knowledge of and the ability to utilize culturally appropriate intake/assessment, treatment planning approaches, and interventions.

**0    1    2    3    4    5**

***Supervisor Comments:***

***Student Comments:***

**Supervision (Student as Supervisor) (Doctoral Students only)**

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- 1. The supervising trainee is able to develop a basic training plan for trainees.  
**0    1    2    3    4    5**
  
- 2. The supervising trainee is able to utilize a supervision/consultation model when supervising others.  
**0    1    2    3    4    5**
  
- 3. The supervising trainee is able to develop and communicate formative and summative evaluations of supervisee' work.  
**0    1    2    3    4    5**
  
- 4. The supervising trainee is able to provide specific feedback to counselling trainees.  
**0    1    2    3    4    5**
  
- 5. The supervising trainee is able to match supervision style and content to the individual needs of supervisee and context.  
**0    1    2    3    4    5**

***Supervisor Comments:***

***Student Comments:***

**Supervisor's Overall Evaluation of the Counselling Trainee**

Pass

Remediate

Fail

**Counselling Trainee's Overall Strengths:**

**Counselling Trainee's Areas of Growth:**