



**Rating:**

1-	Unsatisfactory	4-	Above average
2-	Needs improvement	5-	Exceeds expectations
3-	Appropriate for this level	0-	Unable to assess

**INTAKE**

<b>Competencies: interns ability to:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>0</b>
1. Complete required documents for admission into the program						
2. Complete required documents for program eligibility and appropriateness.						
3. Obtain appropriately signed consents when soliciting from or providing information to outside sources to protect client confidentiality and rights.						

**Comments:****ORIENTATION**

<b>Competencies: interns ability to:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>0</b>
1. Provide an overview to the client by describing program goals and objectives for client care.						
2. Provide an overview to the client by describing program rules, client obligations and rights.						
3. Provide an overview to the client of program of program operations.						

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**ASSESSMENT**

<b>Competencies: interns ability to:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>0</b>
1. Gather relevant history from the client, including, but not limited to alcohol and other drugs abuse using appropriate interview techniques.						
2. Identify methods and procedures for obtaining corroborative information from significant secondary sources regarding client's alcohol and other drug abuse and psycho-social history						
3. Identify appropriate assessment tools						
4. Explain to the client the rationale for the use of assessment techniques in order to facilitate understanding						
5. Develop a diagnostic evaluation of the client's substance abuse and any coexisting conditions based on the results of all assessments in order to provide an integrated approach to treatment planning based on the client's strengths, weaknesses and identified needs.						

**Comments:****TREATMENT PLANNING**

<b>Competencies: interns ability to:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>0</b>
1. Explain assessment results to the client in an understandable manner.						
2. Identify and rank problems based on individual client needs in the written treatment plan.						
3. Formulate agreed upon immediate and long-term goals using behavioral terms in written treatment plan format.						
4. Identify the treatment methods and resources to be utilized as appropriate for the individual client.						

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**COUNSELING**

<b>Competencies: interns ability to:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>0</b>
1. Select the appropriate counseling theory/approach						
2. Apply technique(s) to assist the client, group and/or family in exploring problems and ramifications.						
3. Apply technique(s) to assist the client, group and/or family in examining the clients behaviors, attitudes and/or feelings if appropriate in the treatment setting.						
4. Individualize counseling in accordance to culture, gender and lifestyle differences.						
5. Interact with the client in an appropriate therapeutic						
6. Elicit solutions and decisions from the client.						
7. Implement the treatment plan.						

**Comments:****CASE MANAGEMENT**

<b>Competencies: interns ability to:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>0</b>
1. Coordinate services for client care.						
2. Explain the rationale of case management activities to the client.						
3. Serve as an advocate for the client.						

**Comments:**

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**CRISIS INTERVENTION**

<b>Competencies: interns ability to:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>0</b>
1. Recognize the elements of crisis intervention.						
2. Implement an immediate course of action appropriate to the crisis.						
3. Enhance overall treatment by utilizing crisis events.						

**Comments:****CLIENT EDUCATION**

<b>Competencies: interns ability to:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>0</b>
1. Present relevant alcohol and drug use/abuse information to the client through formal and informal processes.						
2. Present information about available alcohol and other drug abuse services and resources to clients.						
3. Present appropriate resources and education to client's family members when indicated.						
4. Present didactic information as an intervention service to the public.						

**Comments:****REFERRAL**

<b>Competencies: interns ability to:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>0</b>
1. Identify need(s) and/or problem that the agency and/or counselor cannot meet						
2. Explain the rationale for the referral.						
3. Match the client needs and/or problems to the appropriate resources.						

4. Adhere to the applicable laws, regulations and agency policies governing procedures related to the protection of the client's confidentiality.						
5. Assist the client in utilizing the support systems and community resources available.						

**Comments:**

### **REPORTS and RECORD KEEPING**

<b>Competencies: interns ability to:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>0</b>
1. Prepare reports and relative records integrating available information to facilitate the continuum of care.						
2. Chart pertinent ongoing information pertaining to the client.						
3. Utilize relevant information from written documents for the client care.						

**Comments:**

### **CONSULTATION WITH OTHER PROVIDERS**

<b>Competencies: interns ability to:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>0</b>
1. Recognize issues that are beyond the counselor's base of knowledge and/or skill.						
2. Consult with appropriate resources to ensure provision of effective treatment services.						
3. Adhere to applicable laws, regulations and agency policies governing the disclosure of client-identifying data.						
4.						

**Comments:**

**OVERALL INTERN RATING:**                    1       2       3       4       5       0

**Rating:**

- |                                  |                            |
|----------------------------------|----------------------------|
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**COMMENTS:**

**SIGNATURES:**

**MSW RATER 1:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**CADC RATER 2:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**STUDENT:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**Student Feedback:**