

Counseling Practicum Competency Checklist

Updated 4/19/19

Student Name: _____ Semester/Year: _____ Site: _____

UVM Supervisor/Class Instructor: _____

Rating scale: 1 -inadequate demonstration of skill/below expectation for novice professional counselor
 2 -skill demonstrated inconsistently or is in need of further development
 3 -adequate demonstration of skill/meets expectation for novice professional counselor
 4 -exceptional demonstration of skill/above expectation for novice professional counselor

Helping Relationships -Basic Counseling Skills (Section I)	Skill Level			
	1	2	3	4
1. Listens carefully and communicates understanding to client.				
2. Is genuine and empathic with client.				
3. Is respectful of and validates the client.				
4. Displays knowledge and skills appropriate to the client's cultural and social context.				
5. Displays knowledge and skills appropriate to the client's developmental context.				
6. Appears comfortable with a variety of feelings/and or issues shared by the client as demonstrated by the ability to hold the session in an emotional space.				
7. Demonstrates appropriate use of feeling reflections including appropriate delivery and accuracy.				
8. Appropriate use of paraphrases, content reflections and summaries including appropriate delivery and accuracy.				
9. Appropriate use of questions and probes, including appropriate timing, accuracy and brevity.				
10. Appropriate pacing of session/ responses.				
11. Appropriate use of silence.				
12. Avoidance of (overt or subtle) advice-giving and inappropriate problem-solving.				
13. Displays the skill of broaching topics of identity and oppression				
14. Demonstrates ability to address termination issues with client.				

Helping Relationships -Advanced Counseling Skills (Section II)	Skill Level			
	1	2	3	4
1. Demonstrates ability to identify patterns and use these as a basis for interventions.				
2. Demonstrates use of advanced accurate empathy/interpretation/reflection of meaning delivered accurately and appropriately.				
3. Uses humor cautiously and only as appropriate				
4. Uses self-disclosure cautiously and only as appropriate				
5. Appropriate use of immediacy.				
6. Appropriate use of confrontation.				
7. Offers client feedback, even when it may be difficult for client to hear. Feedback is appropriate and offered respectfully/appropriately.				
8. Ability to engage in procedures for assessing risk of aggression or danger to others, self-inflicted harm, or suicide				
9. Promotes client self-advocacy/understanding of access to a variety of community resources				
10. Student is engaged in system and community advocacy, as appropriate/needed				

Conceptualization & Intervention Planning Skills (Section III)	Skill Level			
	1	2	3	4
1. Is able to organize client information (intake, assessment tools, clinical interview) into understandings of client and client concern.				
2. Integrates developmental issues into the conceptualization				
3. Integrates contextual, cultural, and/or systemic factors into the conceptualization and intervention planning				
4. Is able to recognize normative/developmental from problematic behavior/understandings/functioning.				
5. Upholds an orientation towards wellness and prevention when working with clients..				
6. Is able to construct appropriate theoretical conceptualization of client issues.				
7. Is able to identify appropriate goals congruent with the theoretical conceptualization.				
8. Uses techniques and interventions for prevention and treatment of a broad range of mental health issues.				

Personalization Skills (Section IV)	Skill Level			
	1	2	3	4
1. Demonstrates insight into own intrapersonal style.				
2. Demonstrates insight into own interpersonal style.				
3. Demonstrates awareness of diversity and multicultural issues including own biases. (This awareness may evidenced by conversations with supervisor and peers or in counseling sessions.)				
4. Is willing to take risks and explore how they are affected by client or client issues. (This awareness may evidenced by conversations with supervisor and peers.)				
5. Appropriately participates in feedback exchange with peers and supervisor (i.e., giving feedback, hearing feedback, and incorporating feedback into subsequent client work) during supervision sessions as evidenced by implementation of feedback with clients and peers.				
6. Appropriately applies feedback to subsequent sessions as evidenced by conceptualization and interventions with clients.				
7. Recognizes personal limitations and seeks additional supervision when unsure of how to proceed.				

Professional Skills (Section V)	Skill Level			
	1	2	3	4
1. Demonstrates a knowledge of and ability to abide by ACA ethical and legal standards.				
2. Client records completed correctly and professionally.				
3. Client records filed appropriately (locked file/as per SC site requirements).				
4. Student on time to all seminar and supervision meetings.				
5. Student attends (and is on time to) all counseling sessions.				
6. Student uses respectful language when discussing client and/or client issues.				
7. Student protects client confidentiality.				
8. Recognizes skill limitations makes referrals as appropriate (with supervision).				
9. Works with others in client's community (referral/consultation/collaboration)				

Comments relevant to strengths of student:

Comments relevant to areas that are challenging the student:

This checklist should be completed and signed by the UVM supervisor/seminar instructor and reviewed and signed by the student. The original will be kept in the student's permanent file.

_____	_____
<i>UVM Supervisor Signature</i>	<i>Date</i>
_____	_____
<i>Practicum Student Signature</i>	<i>Date</i>

To be completed by UVM Supervisor at end of the semester:

Student Name:_____ Semester:_____

_____ Passed Practicum

_____ Did Not Pass Practicum (Will be required to enroll in an additional Practicum course prior to internship.)

Original: Student's Permanent File

Updated 4/22/19

CACREP KPI (Academic) Standards –Practicum Skills Summary Page

Key Assessment Practicum Competency Checklist Summary	Skill Level		
	Does Not Meet Standard	Meets Standard	Exceeds Standard
Clinical Mental Health Practice Standard b- techniques and interventions for prevention and treatment of a broad range of mental health issues <i>(Rating from: Section III, Item 8)</i>			
Counseling and Helping Relationships Standard g- Essential interviewing, counseling, and case conceptualization skills <i>(Rating from: Sections I, II, III average)</i>			
Assessment and Testing Standard c- procedures for assessing risk of aggression or danger to others, self-inflicted harm, or suicide <i>(Rating from: Section II, Item 8)</i>			