TEP ON-SITE EVALUATION FORM

Name of Candidate_____

Name of Evaluator_____

Observation Site_____Date_____

Description of Participants_____

_____

Number Attending_____

Content or Purpose of Group_____

_____

Title of Workshop_____

_____

The TEP On-Site Examination Evaluation is divided into six sections: Warm-Up, Action, Closure, Processing, Overall Performance, and Documents to Bring to the On-Site Exam. For each section, put an X in the appropriate box (Pass, Borderline, Fail and, where applicable, N/A) for each criterion. Type or write your comments in the space below the checkboxes.

If your recommendation is PASS then the description of the strengths must be greater than the description of weaknesses.

❏ I recommend a **PASS** for this TEP candidate for the on-site observation exam

❏ I recommend a **FAIL** for this TEP candidate for the on-site observation exam

Examiner's Signature_____

Date_____

Warm-Up

Put an X in the appropriate box for each criterion.

	N/A*	PASS	FAIL
Addresses issues of confidentiality & safety			
Clearly states realistic training goals			
States parameters of training session vs. therapeutic session			
Presents subject matter in organized, coherent fashion			
Demonstrates knowledge of subject matter			
Promotes member-to-member interaction			
Attempts to involve everyone in the training process			
Uses action warm-up effectively to facilitate the training goals			
Connects Sociometric theory to the warm-up process			
Introduces importance of attending to group dynamics			
Facilitates smooth transition from didactic to action			

Comments: Type your comments here, or print or write legibly. Include strengths and weaknesses, if any, for the candidate during the warm-up section of the on-site.

*Not Applicable

Action

Put an X in the appropriate box for each criterion.

	N/A*	PASS	FAIL
Designs action commensurate with training goals			
Uses a variety of psychodramatic techniques to guide the training			
Models role flexibility as Trainer/Director			
Facilitates adequate closure of action commensurate with training goals			

Comments: Type your comments here, or print or write legibly. Include strengths and weaknesses, if any, for the candidate during the action section of the on-site.

Closure

Put an X in the appropriate box for each criterion.

	N/A*	PASS	FAIL
Teaches the importance of reserving sufficient time for sharing			
Teaches the integration of group psychotherapy into the sharing portion of the session if applicable			
Models a method of sharing that suits the training goals			

Comments: Type your comments here, or print or write legibly. Include strengths and weaknesses, if any, for the candidate during the closure section of the on-site.

*Not Applicable

Processing

Put an X in the appropriate box for each criterion.

	N/A*	PASS	FAIL
Processes methods used throughout the session			
Refers back to training goals introduced during the warm-up			
Able to identify and teach the ways in which the three phases of the session reflect and promote the group process			
Provides adequate summary of training goals			
Utilizes psychodramatic theory in evaluating process and effectiveness of session			

Comments: Type your comments here, or print or write legibly. Include strengths and weaknesses, if any, for the candidate during processing of the on-site.

Overall Performance

Put an X in the appropriate box for each criterion.

	N/A*	PASS	FAIL
Adjusts the training plan to accommodate the needs of the group			
Demonstrates a clear understanding of the distinction between training and therapy			
Accurately evaluates and respects levels of expertise in the training group			
Uses the trainees' Sociometric networks in the group			
Facilitates trainees' experimentation with new roles			
Challenging roles from group members, if any, were addressed and integrated into the training process			
Establishes atmosphere of trust			
Achieves stated training goals			
Provides feedback in a such a way that it can be accepted			
Uses group members as training agents for each other			
Demonstrates creativity and spontaneity in the role of trainer			

Comments: Type your comments here, or print or write legibly. Include strengths and weaknesses, if any, on the candidate's overall performance during the on-site.

*Not Applicable

Documents To Bring to the On-Site Exam

Put an X in the appropriate box for each criterion.

	PASS	FAIL
Candidate provided an informed consent form to participants		
Candidate provided goals and training objectives to participants		
Candidate provided a reference list, bibliography and/or other resources to the participants.		

Comments: Type your comments here, or print or write legibly. Include strengths and weaknesses, if any, for the candidate regarding documents to bring to the on-site exam.