*Insert Logo here*

HIRE

INTERN EVALUATION

Nurse Aide

For month of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Intern: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Site: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Site Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Internship start date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Hours per week \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Goals of Internship:

* Demonstrate competency in performance of skills, as related to training
* Gain exposure to organizational structure
* Develop effective communication techniques
* Demonstrate work ethic and reliability

Please evaluate **personal qualities** of the intern as observed during the internship. Select **one** evaluation level for each area by marking an “X” under the level that represents the intern’s performance.

|  |  |  |  |
| --- | --- | --- | --- |
| **Skills** | **Needs Improvement** | **Satisfactory** | **Excellent** |
| Ability to adapt to a variety of tasks |  |  |  |
| Decision making; judgment; setting priorities |  |  |  |
| Persistence in completing tasks |  |  |  |
| Reliability and dependability |  |  |  |
| Enthusiasm for the experience |  |  |  |
| Attention to accuracy and detail |  |  |  |
| Willingness to ask for and use guidance |  |  |  |
| Ability to cope in stressful situations |  |  |  |
| Positive interactions with internal and external customers |  |  |  |

**Demonstrates abilities related to Nurse Aide. Select one evaluation level for each.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Skills** | **Needs Improvement** | **Satisfactory** | **Excellent** | **Not Applicable** |
| Demonstrate techniques for communication with participants, families, and staff |  |  |  |  |
| Follow agency/facility policies and procedures for reporting and documentation |  |  |  |  |
| Provide and demonstrate caring, respect, and security of participant’s personal possessions. |  |  |  |  |
| Provide assistance with activities of daily living:  hand/nail hygiene, brush/comb/style participant’s hair |  |  |  |  |
| Prepare participant for mealtime and assist with feeding needs |  |  |  |  |
| Use sanitary practices to prepare , serve, and store meals |  |  |  |  |
| Practice clean technique and standard precautions |  |  |  |  |
| Assist participant physically, mentally and cognitively in therapeutic activities: remotivation therapy, arts and crafts therapy, community activities, social activities |  |  |  |  |
| Identify techniques to encourage participant independence, dignity and self-esteem |  |  |  |  |
| Measure and record vital signs |  |  |  |  |
| Measure and record body weight and height |  |  |  |  |
| Utilized proper techniques for lifting and ambulation assistance |  |  |  |  |

Additional comments:

Signature of Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| HIRE Employment Specialist  Moore Norman Technology Center  Fax: 405-217-8265  E-Mail: Monica.Bread@mntc.edu |  |

Send completed evaluations to: