

Supervision Checklist
Week 1

Weekly Summary for _____ (student's name)

- ___ Provided student with formal orientation to the site
- ___ Provided student with policy and procedures manual
- Provided student with information regarding
 - ___ hours of work
 - ___ uniforms/ badges
 - ___ lunch breaks
 - ___ parking
 - ___ library/ informational resources
 - ___ map of facility
 - ___ needed phone numbers
 - ___ expectations in case of illness
- ___ Discussed primary diagnosis seen at site
- ___ Allowed student access to charting/ records of clients seen

What opportunities did you provide for student in each category this week?

Opportunity	Brief description of client diagnosis, procedure or tool	Feedback provided to student:
Observation		
Hands on participation with feedback		
Treatment plan writing		
Assessment/ Screening procedures		
Discharge planning		
Patient/ caregiver education		
In-service/ Case Study or Research Participation		
Other opportunities		