

FACILITY: \_\_\_\_\_

**STAFF INTERVENTION EVALUATION FORM**

<b>Location:</b>	<b>Type of Session Observed:</b>
<b>Date of Session Observed:</b>	<b>Length of Session:</b>
<b>Other Participants:</b>	<b>Main Facilitator:</b>

The following items should be assessed for staff delivering an intervention. For each item, please decide if the staff member is “very satisfactory” (2)—there are no recommendations for improvement in this area, “satisfactory” (1)— item was met, but there is some room for improvement, or “needs improvement” (0)—coaching/direction is needed. This assessment should be scored during observation of delivery or when watching a video-taped session. The total score for each sub-domain should reflect an average rating for that section by dividing the *number of points earned* by the *number of items scored* in that section (excluding items marked N/A). This average score should range between 0 and 2. The overall session rating is the average rating for the entire session. The average sub-domain and total session rating provides for a measure of progress for facilitators.

<b>FACILITATION SKILL ITEMS</b>	<b>Very Satisfactory=2 Satisfactory=1 Needs Improvement=0 Not Applicable=N/A</b>	<b>COMMENTS</b>
<b>A. STRUCTURE/FORMAT</b>		
1. Chose/created an environment that would be conducive for the session (limited distractions, semi-private, etc.)		
2. Is prepared for the session (gathered all information, clear about session topic, plan of action, etc.)		
3. Purpose of the intervention clearly explained		
4. Makes good use of time (i.e., good pacing, stays on target, etc.)		
5. Ends session with a plan of action (i.e., thinking report, cost/benefit analysis, behavior chain, etc.)		
<b>Overall Structure/Format Rating</b>	Total points = _____	Total points / # of items(5) = _____
<b>B. FACILITATOR KNOWLEDGE/MODELING</b>		
1. Demonstrates clear understanding of the cognitive-behavioral model (e.g. thought behavior link, use of behavioral practice)		
2. Uses cognitive restructuring techniques, where applicable		
3. Displays pro-social thinking and behavior		
4. Does not make or reinforce derogatory/antisocial comments, jokes or remarks (i.e. laugh or agree with antisocial comments)		
5. Attempts to address responsivity issues/participant barriers (e.g., language, comprehension level, culture, transportation problems)		
6. Generally uses a solution-focused/problem solving approach		
<b>Overall Facilitator Knowledge/Modeling Rating</b>	Total points = _____	Total points / # of items(5) = _____
<b>C. BEHAVIOR MANAGEMENT</b>		
1. Recognizes anti-social thinking and behavior		
2. Effectively addresses anti-social thinking and behavior		
3. Able to redirect/correct behavior without alienating participant		
4. Provides appropriate reinforcement of pro-social thinking and behavior		
5. Verbal praise/reinforcement is used at a high frequency		
6. Verbal praise is specific to the targeted behavior (i.e. facilitator explains the specific behavior being reinforced)		
<b>Overall Behavior Management Rating</b>	Total points=_____	Total points / # of items(6) = _____

