Counsellor Self-Evaluation Form

The Summary Evaluation is a guide based on the following Core Competencies as outlined in the Task Group for Counsellor Regulation:

1) Foundational Principles
2) Collegial Relationships
3) Professional Practice and Ethics
4) Counselling Process
5) Applied Research

Rate yourself and discuss with your supervisor or coach

RATING SCALE:
5=Excellent, 4=Outstanding, 3=Meet standard, 2=Need Improvement, 1=Need help, NA=Not applicable

Competency 1: Foundational Principles

1) Integrates knowledge of therapeutic modalities, frameworks and strategies and applies them effectively in practice.
2) Integrates knowledge of developmental transitions across the lifespan.
3) Integrates knowledge of contextual and systemic factors that affect human functioning.
4) Integrates knowledge of human nature from the viewpoint of the therapist’s theoretical orientations.
5) Recognize how therapist’s values and biases may affect diverse clients.
6) Integrates knowledge of diversity with reference to age, class, race, gender, ethnicity, levels of ability, language, spiritual beliefs, educational achievement and sexuality.

Competency 2: Collegial Relations

1) Communicates clearly and effectively with other helping professionals.
2) Shows respect and maintains healthy boundaries.
3) Deals effectively with potential or actual conflict.
4) Honours commitments and acts with integrity.
5) Aware of client vulnerability and therapist influence.
6) Collaborates when appropriate with other professionals for mutual client care.
7) Consults with culturally relevant colleagues when appropriate.
**Competency 3: Professional Practice and Ethics**

1) Adheres to current provincial and federal laws and regulations. 
2) Operates within one’s scope of practice, employing therapy within therapist’s level of skill and knowledge. 
3) Consults with and works under supervision when expanding therapist’s scope of practice. 
4) Adheres to legal and ethical standards of counselling practice. 
5) Demonstrates professional and ethical conduct with colleagues and clients. 
6) Maintains wellness practices, supervision and professional development. 
7) Demonstrates time management skills. 
8) Modifies one’s own professional behaviour in response to constructive feedback. 
9) Protects client confidentiality. 
10) Manages the collection, use, retention and destruction of client records in accordance with counselling policies and provincial laws. 
11) Demonstrates sound business practices, including liability insurance, billing procedures, ethical marketing, and confidentiality when dealing with third party payment. 
12) Ability to identify where advocacy for the client may be required and respond when appropriate.

**Competency 4: Counselling Process**

1) Explains and evaluates fit within a scope of practice. 
2) Describes client confidentiality. 
3) Awareness of responsibilities of client and therapist in the therapeutic relationship. 
4) Establishes rapport with clients. 
5) Operates in an authentic and non-judgmental manner. 
6) Demonstrates unconditional positive regard and accurate expressed empathy. 
7) Creates a safe counselling environment that fosters feelings of acceptance. 
8) Demonstrates active listening skills (ie. validation, probing techniques, paraphrasing, clarification and encouragement of emotional expression) with clients. 
9) Employs micro-attendance skills, including effective verbal & non-verbal communication. 
10) Establishes and maintains personal and professional boundaries. 
11) Ability to maintain clear, concise and accurate client records, including documentation of client intake, case notes, assessment, treatment outcomes, and referral /collaboration with other professionals. 
13) Validates client’s experience and attends to client’s strengths, vulnerabilities, resilience and supports. 
14) Deals effectively with client and therapist resistances, including transference.
and counter-transference.

15) Performs suicide, homicide, abuse and neglect screening, assessment, safety planning and adheres to legal and ethical reporting procedures. _______

16) Knowledge of DSM categories, ability to recognize presence of mental health issues and refer to appropriate professionals. _______

17) Maintains objectivity, recognizes when the therapist’s subjectivity affects the therapeutic process and takes appropriate action to regain therapeutic perspective. _______

18) Responds to disruptions in the therapeutic alliance in a timely fashion, including client emergencies, litigation, hospitalization, third party interference, premature endings and insufficient funds. _______

19) Demonstrates skill and sensitivity in terminating counselling relationships. _______

20) Develops and implements methods to assess effectiveness of counselling therapist and counselling therapy interventions and treatment. _______

21) Demonstrates ability to facilitate group counselling _______

Competency 5: Applied Research

1) Ability to review, evaluate, critique and apply research in the areas of counselling practice. _______

2) Use research findings to increase effectiveness as a therapist. _______

3) Read current literature relevant to practice area and apply information to practice. _______

4) Assess working hypotheses and effectiveness of the therapeutic approach. _______

Strengths:

Areas to address:

Plans for improvement:

Counsellor Signature ____________________________ Date ____________