

## APPENDIX V

### PROFESSIONAL FITNESS REVIEW: BASIC SKILLS COURSE

**Student:** \_\_\_\_\_ **Semester/Year:** \_\_\_\_\_

**Instructor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

This professional fitness review is to be completed by the instructor in Basic Counseling Skills upon completion of the course. It will serve as part of the student's course evaluation and will be kept in the student file as an assessment instrument used to help determine readiness and ongoing fitness for clinical work.

**N = Not applicable; 0 = no basis for evaluation; 1 = does not meet standards for students at this level of training; 2 = meets standards for students at this level of training; 3 = exceeds standards for students at this level of training**

<b>Professional Responsibility</b>					
The student relates to peers, professors, and others in an appropriate professional manner.	N	0	1	2	3
The student does not exploit or mislead other people during or after professional relationships.	N	0	1	2	3
The student acts in accordance with the ACA and AAPC Codes of Ethics, and maintains professional standards of conduct and fiduciary care in the classroom/internship counseling process.	N	0	1	2	3

<b>Personal Maturity</b>					
The student demonstrates appropriate self-control (such as anger control, impulse control) in interpersonal relationships with faculty, peers, and clients.	N	0	1	2	3
The student demonstrates honesty and fairness both personally and professionally.	N	0	1	2	3
The student demonstrates a commitment to self-awareness and personal reflection.	N	0	1	2	3
The student demonstrates the ability to critically examine her/his own belief systems, motivations, values, and cultural context.	N	0	1	2	3
The student demonstrates the ability to receive, integrate, and utilize feedback from peers, teachers, and supervisors.	N	0	1	2	3

<b>Integrity</b>					
The student does not make statements that are false, misleading, or deceptive.	N	0	1	2	3
The student respects the fundamental rights, dignity, and worth of all people.	N	0	1	2	3
The student respects the rights of individuals to privacy, confidentiality, and choices regarding self-determination.	N	0	1	2	3

The student respects cultural, individual, and role differences, including those due to age, gender, race, ethnicity, national origin, religion, sexual orientation, physical ability/disability, language, and socioeconomic status.	N	0	1	2	3
The student behaves in accordance with the program's and the profession's accepted code(s) of ethics and standards of practice.	N	0	1	2	3

<b>Academic ability and coursework</b>					
The student displays a desire to learn and grow as a professional counselor.	N	0	1	2	3
The student attends class regularly and demonstrates a positive attitude toward class and coursework.	N	0	1	2	3
The student demonstrates open-mindedness and flexibility related to information presented in course(s).	N	0	1	2	3
The student possesses the cognitive ability to be successful in coursework.	N	0	1	2	3
The student fulfills assignments on time and at a satisfactory level.	N	0	1	2	3
The student is able to incorporate and use feedback to improve her/his coursework.	N	0	1	2	3

**What are the student's strengths?**

**What are the student's challenges/growing edges?**

**Remediation required?    Yes    No**

**Student Signature:** \_\_\_\_\_

**Instructor Signature:** \_\_\_\_\_