

	Counselor trainee competency	Sources of Evaluation activity/modality	Marks range	Total Marks For area	Marks Awarded
1	Increased Counselor Self awareness (trainee's ability to identify own competencies, strengths, knowledge gaps ,vulnerabilities, needs, values, beliefs and unfinished businesses as they emerge from interaction with clients and client issues , as well as to take necessary steps to address them as need be)	<ul style="list-style-type: none"> a) Ongoing-Case presentations/and feedback to fellow students b) 3 self-reflection papers (beginning, mid-semester and end of semester) c) Case notes (sections on challenges and follow up for counselor trainee) 	<ul style="list-style-type: none"> 1) High level of self-awareness (able to pick own issues and effectively deal with them): 7-10 2) Moderate level of self-awareness (little ability to identify own issues and inability to know how to deal with them): 4-6 3) Low level of self-awareness (little or no ability to pick own issues and has to be 'rescued' by supervisor or fellow trainees): 1-3 	10	
2	Ability to appropriately apply relevant theories, skills, and techniques in a timely manner (to diverse client issues)	<ul style="list-style-type: none"> a) Ongoing-Case presentations and feedback to fellow students b) Transcribed case plus self-evaluation and lecturer evaluation (see guideline attached) c) Site visit case presentation of one's best case 	<ul style="list-style-type: none"> 1) Highly timely and relevant: 21-30 2) Moderate timeliness and relevance: 11-20 3) Poor timeliness and little relevance: 5-10 4) Little or no understanding: 1-4 	30	
3	Ability to conduct formal assessment and formulate clinical diagnosis using DSM (includes ability to: take client history, collate information from significant others, effectively conduct mental status examination and use the same to formulate	Case presentation of at least one case with: <ul style="list-style-type: none"> a) Full clinical interview/history taking b) Mental status examination(MSE) c) Formulation of diagnosis using DSM 	<ul style="list-style-type: none"> 1) Highly comprehensive assessment and appropriate diagnosis: 16-20 2) Moderately comprehensive assessment and fairly accurate diagnosis: 11-15 3) Scanty assessment with little connection to diagnosis: 5-10 4) Little or no understanding of assessment and 	20	

	a tentative clinical diagnosis)		diagnosis formulation: 1-4		
4	Ability to conduct informal assessment to identify and conceptualize client's issues	Case notes: a) How logical are they? b) Do they have critical intake information? c) Is there logical & systematic flow of information in the various sections? d) Are the subsections coherently linked? e) Are the identified client issues flowing logically from the intake information?	1) High ability to synthesize presenting and underlying issues and identify broader or common thematic problem areas needing change: 16-20 2) Moderate ability to synthesize presenting and underlying issues and identify broader or common thematic problem areas needing change: 11-15 3) Little ability to link presenting and underlying issues and to identify thematic problem areas for change: 5-10 4) Unable to pick underlying issues or broader problem areas (tendency to only focus on presenting issues): 1-4	20	
5	Ability to formulate treatment plan (identify issues, goals and interventions)	a) Case notes of clients seen for longer periods (at least 3 sessions) b) Case presentation, during field supervision , for case seen for at least 3 sessions	Clearly generates relevant treatment goals & interventions for identified client issues/areas needing change: 7-10 Fairly generates relevant client issues, relevant treatment goals & interventions for identified client issues /areas needing change: 4-6 Little ability to generate relevant treatment goals & interventions for identified client issues /areas needing change: 1-3	10	
6	Ability to implement treatment plan (includes ensuring that counseling and related activities	a) Case notes of clients seen for at least 3 sessions	Clear link between counseling activities carried out and the treatment plan activities: 7-10 Moderate link between counseling activities carried	10	

	carried out are as per treatment plan and related to the identified goals)	b) Case presentation, during field supervision , for case seen for at least 3 sessions	out and the treatment plan activities: 4-6 Little link between the counseling activities carried out and the treatment plan activities: 1-3		
7	Ability to Evaluate treatment plan (includes making efforts to reflect on client progress in relation to the treatment goals as well as overall outcomes/achievement of the goals at the end of therapy duration)	Case notes of clients seen for longer periods such as at least 5 sessions (especially section on case notes on evaluation of intervention and achievement of session goals (part A) and overall goals in part B) Case presentation during field supervision of case seen for at least 5 sessions	Clear and relevant statement of outcome /achievement of counseling intervention in relation to planned treatment goals: 7-10 Moderate ability to state outcome/achievement of counseling intervention in relation to planned treatment goals: 4-6 Little ability to state outcome /achievement of counseling intervention in relation to planned goals: 1-3	10	
8	Ability to conduct case management (identification of clients issues holistically , and linking clients to relevant services as needed)	a) Case notes of clients b) Case presentation during field supervision	Clearly and promptly ensures client issues are holistically addressed & links client to relevant services as needed: 7-10 Moderate attempts to address client issues holistically & links clients to relevant services as needed: 4-6 Little ability to address clients issues holistically or to link clients to relevant services needed: 1-3	10	
9	Client follow up and on-going care (includes follow up plan for clients given referral for services outside counselor trainee's scope of service as well as ability to collaboratively generate concrete activities for client on-going care after	a) Case notes of clients b) Case presentation during field supervision c) Case notes (section on follow-up for clients)	Generates a clear follow-up plan for clients which includes on-going care: 7-10 Makes moderate attempt to follow-up clients and have an on-going care plan for clients: 4-6 Demonstrates little or no attempt to have client follow-up or on-going care: 1-3	10	

	termination)				
10	Ability to document and keep relevant records appropriately and confidentially	<ul style="list-style-type: none"> a) Case notes b) Client log-in sheets 	<p>Case notes are comprehensive, and updated for each client and records confidentially kept: 7-10</p> <p>Scanty case notes done and not updated, and risk of breach of confidentiality: 4-6</p> <p>Records not kept and confidentiality not maintained: 1-3</p>	10	
11	Ability to work effectively with culturally diverse clients (refer to HAY's model)-(demonstrated by ability to recognize and address own biases as well as to accommodate clients' unique diversities-values, beliefs etc)	<ul style="list-style-type: none"> a) On-going case presentations and feedback to fellow students b) 3 self-reflection papers (beginning, mid-semester and end of semester) c) Case transcriptions 	<p>High awareness of own cultural biases and high ability to accommodate clients' diversities: 7-10</p> <p>Moderate ability to identify own biases and to accommodate clients' diversities: 4-6</p> <p>Little awareness of own cultural biases and little tolerance to client diversities: 1-3</p>	10	
12	Ability to work with clients in a professional, ethical and legal way including promptly identifying and effectively addressing administrative, policy, legal, ethical and professional conflicts	<ul style="list-style-type: none"> a) On-going case presentations and feedback to fellow students b) 3 self-reflection papers (beginning, mid semester and end of semester) c) Case transcriptions 	<p>High ability to pick/identify & effectively address ethical, legal, professional, administrative, policy issues in their work with clients: 7-10</p> <p>Moderate ability to pick/identify & effectively address ethical, legal ,professional, administrative, policy issues in their work with clients: 4-6</p> <p>Little or no ability to pick/identify & effectively address ethical, legal, professional, administrative, policy issues in their work with clients (has to be rescued by supervisor or fellow trainees): 1-3</p>	10	
13	Ability to demonstrate creativity and innovation	<ul style="list-style-type: none"> a) On-going case presentations and 	<p>High ability to surmount challenges of practicum site & clients' diversities to achieve goal: 7-10</p>	10	

	<p>in client work (indicated by how well trainee fits into diverse counseling environment, surmounts challenges to achieve their goals as well as adopts flexible ways/methods and approaches to address diverse client needs)</p>	<p>feedback to fellow students</p> <p>b) 3 self-reflection papers (beginning, mid semester and end of semester)</p> <p>c) Site supervision visit (interaction with trainee and site supervisor as well as case presentation)</p>	<p>Moderate ability to surmount challenges of practicum site & clients' diversities to achieve goals: 4-6</p> <p>Little ability to surmount challenges of practicum site & clients' diversities to achieve goals: 1-3</p>		
14	<p>Ability to effectively deal with short term clients and crisis clients</p>	<p>a) Ongoing Case presentations/and feedback to fellow students</p> <p>b) 3 self-reflection papers (beginning, mid-semester and end of semester)</p> <p>c) Case presentation during site supervision visit</p>	<p>High ability to address priority issues and secure long term on-going care for client: 7-10</p> <p>Moderate ability to address priority issues and secure long term on-going care for client: 4-6</p> <p>Little ability to address priority issues and secure long term on-going care for client: 1-3</p>	10	
	Total			180	