



# Performance Review Social Workers - LCSW & MSW



Name: \_\_\_\_\_ Classification: \_\_\_\_\_ Unit(s): \_\_\_\_\_

1 = Needs Improvement    2 = Satisfactory    3 = Exceeds Standards

	<b>Section 1 (Completed by Hosp)</b>			<b>Section 2 (Completed by Temp)</b>		
<b>Standards</b>	<b>Hospital</b>			<b>Temp Self Evaluation</b>		
	1	2	3	1	2	3
1. Completes accurate patient psycho-social assessments and interventions. Reports pertinent findings and takes appropriate action (critical thinking). Age, sex, ethnic and cultural issues are included.						
2. Applies principles of patient safety.						
3. Worked cooperatively/professionally.						
4. Documents on patients in an accurate and timely manner						
5. Provides care/service within scope of practice.						
6. Works and functions as part of the team.						
7. Demonstrates Specialty Competencies skills.						
8. Demonstrates Age-Specific Competencies.						
9. Completes work in a timely and organized manner.						
10. Demonstrates positive customer service skills.						
11. Maintains a neat and professional appearance.						
Hospital: _____ Evaluator (please print): _____ Title: _____ Date: _____ Evaluator Signature: _____				Procel Employee Signature: _____ _____ Date Signed: _____		
<b>Section 3 (Completed by Procel Only)</b>						
<b>Procel Office Use Only</b>	1	2	3			
1. Adheres to Procel's standards for professional behavior.						
2. Completes all assignments.						
3. Is on time for all assignments.						
4. Reports to work on all scheduled days.						
Evaluated by: _____ Position: _____ Date: _____ Hospital Feedback: _____ Annual Evaluation    90 Day Evaluation    Other _____ Commence Employment _____ Last Day Worked _____ Return to Work _____ Late Cancellations _____ DNS _____ Dependability _____ Quality of Care _____ Comments: _____						

**EMPLOYEE EDUCATIONAL NEEDS ASSESSMENT QUESTIONNAIRE**

1. Indicate the Clinical Units/Areas you worked during this last year:

ICU, TELE, ER, PACU, OR, PRE-OP HOLDING, MEDICAL/SURGICAL, ONC, ORTHO, PEDS, PICU, NICU, LABOR AND DELIVERY, COUPLET CARE, POST PARTUM, ANTIPARTUM, GI-LAB, CATH LAB, RADIOLOGY, CENTRAL SERVICE, CASE MANAGEMENT, HOUSE SUPERVISION.

*Please circle those that apply to you.*

2. Based on your assignments last year, indicate those topics for which you would like more information.

1. Public Health Issues:

- |                                  |     |    |
|----------------------------------|-----|----|
| a. Pandemic Flu                  | YES | NO |
| b. Tuberculosis                  | YES | NO |
| c. Avion Flu                     | YES | NO |
| d. Hepatitis C                   | YES | NO |
| e. Other (write) _____           | YES | NO |
| 2. Patient Safety Goals 2009     | YES | NO |
| 3. New Medications List          | YES | NO |
| 4. Clinical Practice Skills List | YES | NO |
| 5. New Equipment                 | YES | NO |

3. What Educational resource have you found this year that you would like to share with your colleagues?

Comments or Additional Health Care topic of interest:

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\_\_\_\_\_  
Signature of Nurse/Technician

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Classification

\_\_\_\_\_  
Date