## GUIDED OBSERVATION FORM

### STUDENT: ___________________________  DATE OF VISIT: ___________________________

### SITE:

- Name of Site: ___________________________
- Name of Clinician Observed: ___________________________

### CLIENT:

- Initials of Client Observed: ___________________________
- Age of Client: _______
- Reason for Referral: ___________________________

1. Brief description of disorder for which client was referred.
2. Type of session observed (i.e. assessment, therapy, interview/counselling, consultation).
3. Who participated in the session?
4. Set-up of room.
5. Materials/equipment used.
1. What procedures were used (e.g. standardized tests, informal measures, observation of parent-child interaction, etc.)?

2. What was the clinician's rationale for the selection of the evaluation procedures?

3. How did the clinician -
   a) introduce or present the evaluation procedure?
   b) elicit the response?
   c) give reinforcement?
   d) record the response/result?

4. How was attention maintained?

5. What behaviours did the clinician attempt to modify? Which strategies were used most/least effectively?

6. How was verbal/non-verbal information given by the clinician to maximize understanding by the client? (discuss rate, pitch, placement of materials, etc.)

7. What strategies did the clinician use to elicit a representative sample of the client's spontaneous speech?

8. What was the clinician's interpretation of the results?

9. Did the clinician and client discuss the results and recommendations? How did the clinician present these?

10. How did the client respond to hearing the results of the assessment and the recommendations? What questions or comments did she/he have?
<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
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<tbody>
<tr>
<td>1. What were the long- and short-term goals for the client? What were the goals of this session? Were the tasks designed to help the client achieve one major goal or several goals?</td>
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<td>2. What were the therapy tasks? How did the clinician present the task(s)? What strategies were used to help the client understand what was expected? How was verbal/non-verbal information given by clinician to maximize understanding by client (discuss rate, pitch, placement of materials, etc.)?</td>
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<td>3. If this was a natural language stimulation activity, what did the clinician do to facilitate or stimulate certain responses?</td>
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<td>4. If this was a group session, how did the clinician facilitate interaction among clients?</td>
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<td>5. What types of prompts or cues were used? How effective were they?</td>
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<td>6. Discuss what the clinician did following the client's utterance or response. What types of feedback were used? What effect did they have on the client's subsequent performance?</td>
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<td>7. Was the clinician using any strategies to encourage self-evaluation?</td>
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<td>8. How was reinforcement given? Did this change over the session? If so, how?</td>
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<td>9. How well did the client perform? What could have contributed to this? What types of errors were made? What changes were made to the task to increase/decrease success rate for the client (i.e. sub- and superstepping)?</td>
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<td>10. Was the clinician keeping data on the client's performance? How was this done?</td>
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<td>11. How long did each activity last?</td>
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<td>12. How was attention maintained?</td>
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<td>13. What behaviours did the clinician attempt to modify? Which strategies were used most/least effectively?</td>
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<td>14. Were home activities given for additional practice? If so, describe these.</td>
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<td>15. Were the objectives of the session met? What indicators during this session would be helpful in determining tasks/goals for future sessions?</td>
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</table>
1. How did the clinician begin the interview?

2. What information did the clinician gather? What did the clinician do to gather information? What type of information did the clinician record and how was this done?

3. How did the client react to the questions asked?

4. What did the clinician do (verbally and nonverbally) to encourage the client to continue talking?

5. If the client wandered off-topic, how did the clinician draw him/her back to the topic?

6. How did the clinician demonstrate empathy for the client?

7. If this was a counselling session dealing with the client's feelings about an issue, how did the clinician respond to the client's statements? How did he/she handle sensitive issues?

8. Did the clinician provide information during the session? What strategies were used by the clinician to make the information clear to the client (e.g. use of examples, simplified terminology, explanation of more difficult terminology)? How did the client respond to the information? Did the clinician check to see that the information was understood?

9. How did the clinician end the interview? Did she/he summarize information, discuss what would happen next?
1. Briefly describe the information being presented.
2. Did the clinician demonstrate strategies, techniques, etc.?
3. Did the clinician solicit the client's or caregiver's input in selecting goals?
4. How did the clinician solicit opinions, feedback, information from the other participant in the consultation?
5. How did the two participants collaborate?
6. How did the clinician determine what the other participant had understood?
7. How did the other participant respond to the information?
8. What action plan for follow up, if any, was developed?
CONCLUSION

1. List 3 things which surprised or interested you about this session.

2. List three things that you learned.

3. Do you have any questions which were unanswered or which you would like to discuss in class?

COMMENTS