

PROCESS RECORDING TEMPLATE

1. Cover Page

Student:		Field Instructor:	
Date:		Field Liaison:	
Setting:			
Why this interaction was selected			
Client background:			
Purpose:			
Tuning in:			

2. Interaction:

CONTENT	SKILLS USED	GUT REACTION	THOUGHTS

Note: use as many interaction pages as necessary to record your interaction. Be sure to have your name and page number on each page.

Post Interaction Narrative (your self-assessment):

3. Summarize any parts of the interaction not included in Step 2 (i.e. be the remainder of the session).
4. Impressions and Analysis
 - a. What was your overall impression of the interview?
 - b. How do you understand the client(s) system's situation and behavior
 - c. Briefly characterize your role(s) in the transaction
 - d. Indicate what intervention skills were and were not useful
 - e. Did you achieve your purpose/goals? Why or why not?
5. Overall Assessment
 - a. How effective were you?
 - b. What can you improve on for next time?
6. Plan/contract for future interventions
 - a. What have you and the client decided to work on?
 - b. Indicate next steps

Field Instructor Summary Comments (in addition to comments on the recording):

Field Instructor Signature _____ Date _____