

**Supervision Checklist**  
**Week 1**

Weekly Summary for \_\_\_\_\_ (student's name)

- \_\_\_ Provided student with formal orientation to the site
- \_\_\_ Provided student with policy and procedures manual
- Provided student with information regarding
  - \_\_\_ hours of work
  - \_\_\_ uniforms/ badges
  - \_\_\_ lunch breaks
  - \_\_\_ parking
  - \_\_\_ library/ informational resources
  - \_\_\_ map of facility
  - \_\_\_ needed phone numbers
  - \_\_\_ expectations in case of illness
- \_\_\_ Discussed primary diagnosis seen at site
- \_\_\_ Allowed student access to charting/ records of clients seen

What opportunities did you provide for student in each category this week?

Opportunity	Brief description of client diagnosis, procedure or tool	Feedback provided to student:
Observation		
Hands on participation		
Assessment/ Screening procedures		