



PART II

RN, LPN & Nurse Aide Scholarship Evaluation Form

(to be completed by the facility/program Administrator/RSD or Director of Nursing)

Instructions:

Please circle where you believe the employee stands between the two individual statements.

Guide for evaluation:

- 5 = the employee is a leader in this area
- 4 = indicates an above average rating
- 3 = indicates that the job description is being met in this category
- 2 = indicates a minor problem in this area
- 1 = indicates a major problem in this area

Please explain all scores in the comments section. Make sure the form is signed.

Quality of Care

Meets residents' psycho-social and physical needs	5	4	3	2	1	Needs rarely met
Shows good nursing techniques	5	4	3	2	1	Rarely demonstrates good nursing techniques
Displays caring therapeutic attitude while caring for residents	5	4	3	2	1	Shows impatience while providing daily care to residents

Briefly explain each rating (please print clearly or type):

Behavior

Intensely enthusiastic toward care of residents	5	4	3	2	1	Apathetic
Consistently cooperates with peers beyond own job description	5	4	3	2	1	Uncooperative, criticizes peers
Consistently cooperates with supervisory staff	5	4	3	2	1	Refuses tasks, shows disrespect to supervisors
Very interested in new experiences, shows eagerness to learn	5	4	3	2	1	Unwilling to listen to others
Accepts correction and criticism with willingness to improve	5	4	3	2	1	Responds to suggestions defensively

Briefly explain each rating (please print clearly or type):

Safety

Familiar with facility/program safety policies	5	4	3	2	1	Unfamiliar with facility/program safety policies
Follows infection control guidelines for all residents	5	4	3	2	1	Promotes cross-contamination
Uses equipment only when properly trained	5	4	3	2	1	Needs frequent supervision when using equipment
Practices good safety techniques	5	4	3	2	1	Must be told to correct unsafe conditions

Briefly explain each rating (please print clearly or type):

Dependability

Reports for duty on all scheduled days	5	4	3	2	1	Frequently absent
Rarely late	5	4	3	2	1	Frequently late
Responds to call for duty on days of short staff	5	4	3	2	1	Responds negatively to calls for help

Briefly explain each rating (please print clearly or type):

Conduct & Appearance

Always respects confidentiality of residents	5	4	3	2	1	Shows poor judgment when discussing residents
Shows mature conduct with relatives and visitors	5	4	3	2	1	Rude to relatives and visitors, uncooperative or critical of nursing home in front of relatives and visitors
Accurate in documenting resident care, consistent charting methods	5	4	3	2	1	Inaccurate documentation, unprofessional charting style
Appearance and dress are always professional	5	4	3	2	1	Appearance and dress are not professional

Briefly explain each rating (please print clearly or type):

Signature: _____ Title: _____

Date: _____ 20 _____