

Illinois Voices

Staff Evaluation

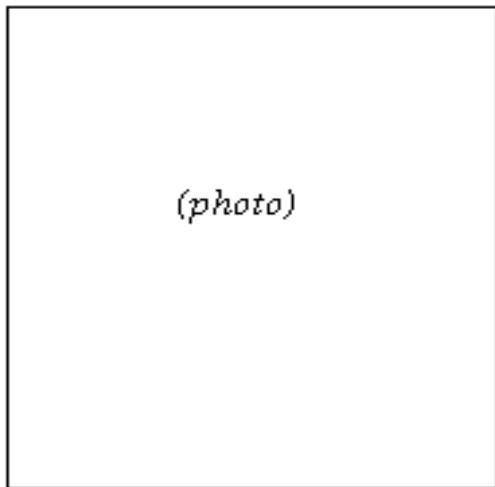


*Developed with support from Department of
Human Services - 2005*

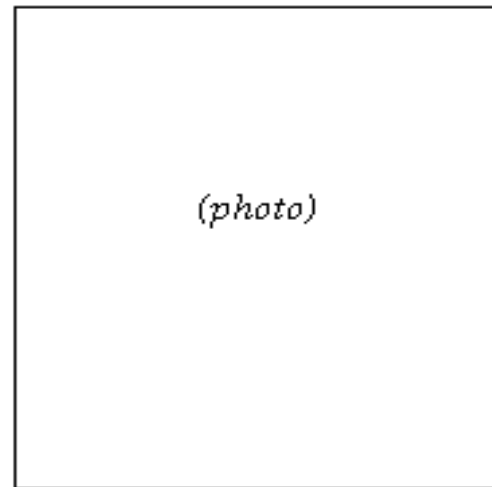
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Staff Evaluation

Staff person being evaluated



Evaluation completed by:



Date completed: _____

When does (staff person) work with you?

MORNING



AFTERNOON



EVENING



weekend

Sat | Sun



Where does (staff person) work with you?

home



work



community



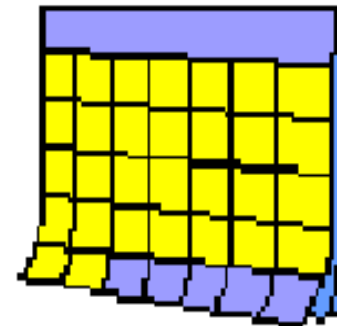
How long have you known (staff person) ?

1 month



S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

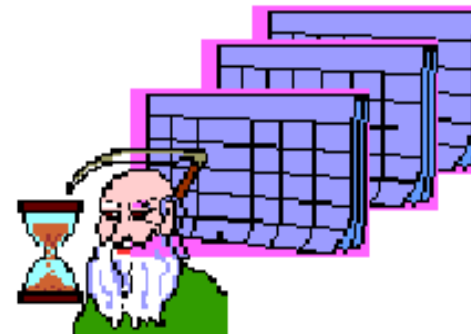
several months



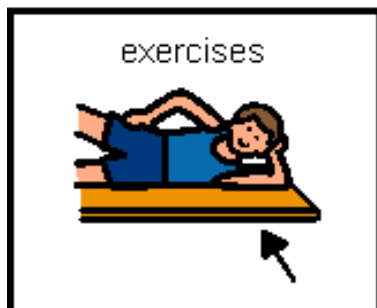
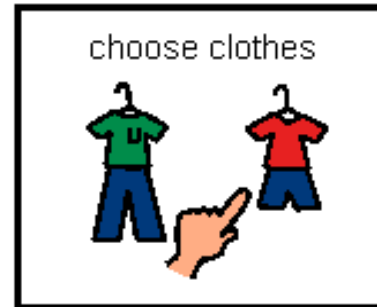
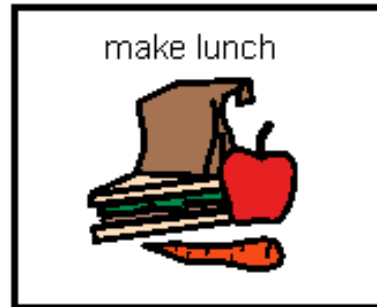
one year



a long time



In what ways does (staff person) help you?



In what ways does (staff person) help you?

take medicine



take shopping



with eating



with budgeting



with check book



with money



with banking



buying item in store



taking care of pets



with ordering



check out books
at the library



Staff performance: following work rules



Does (staff person):



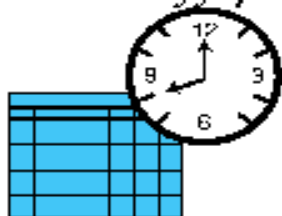
Come on time

or



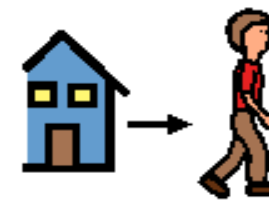
is late

Does (staff person):



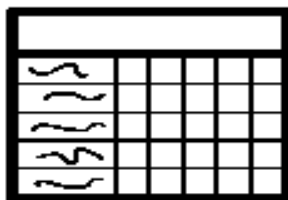
Stay for whole shift

or



leave

When scheduled to work, does (staff person)



call in sick

or



not show up

Staff performance: following work rules



Does (staff person):



*have personal visitors
while working*



*visit with boy
/girl friend*

Staff performance: Breaking the residents' rules



Using the telephone



make calls for work

or



call friends

Using the computer



spends a lot of time on computer



uses my computer

Watching television



let me watch what I want

or



watch my tv

Staff performance: Breaking the residents' rules



Smoking



smokes in my home



smokes in front of me

My things



picks things up

or



kicks things

Staff performance: Breaking the residents' rules



Eating food



share food with resident

or



take food away

Eating food



share food with resident

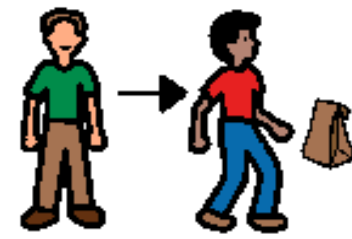


*eat food in front of resident
- (NOT share)*

Eating food



eat together



go away to eat

Staff performance: Breaking the residents' rules



Listening to music



*let's me listen
to music I like*



*listen to music
they like*

Listening to music



plays music at the level I like



plays music too loudly

Talking to me



speaks too quietly



speaks too loudly

Staff performance: Breaking the residents' rules



When driving



pays attention to traffic

or

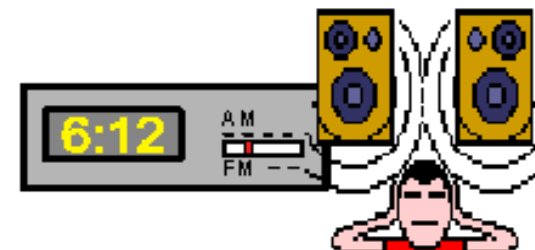


talks on cell phone

When driving



smokes in the car



plays loud music

When driving



eats while driving



drinks while driving

What choice(s) do (staff person) let you make?



which clothes to wear



lunch items



which shows to watch



bath or shower?



dinner choices



cooking projects



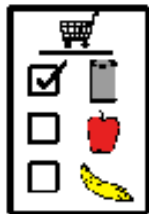
watch/choose movie



which book to look at



which items to buy



when to do laundry



where to go for outing



What choice(s) do (staff person) let you make?



church services



workshop



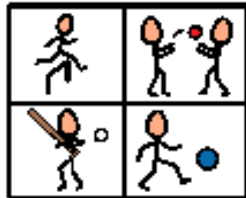
work choices



activities



sports activities



outdoor activities



arts & crafts



friends



phone calls



who will help



What choice(s) do (staff person) not let you make?



which clothes to wear



lunch items



which shows to watch



bath or shower?



dinner choices



cooking projects



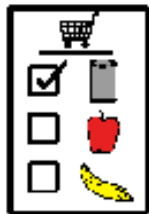
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What choice(s) do (staff person) not let you make?



church services



workshop



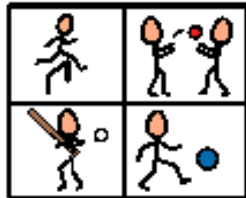
work choices



activities



sports activities



outdoor activities



arts & crafts



friends



phone calls



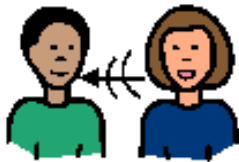
who will help



When (staff person) is with me he/she:



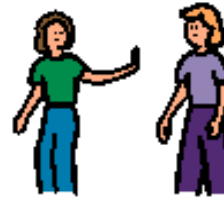
talks to me



listens



leaves me alone



yells



helps me with personal care



touches me gently



grabs me



pushes people



take care of me



shares with me



takes things away



hits others



When (staff person) is with me he/she:



is happy



hugs me



gets angry



kisses others



work together



help others



talks on the phone alot



cries



takes my money




uses bad words



tells lies



How does (staff person) treat others in the home: 

helps



listens



is friends



yells



helps with personal care



is gentle



pushes people



hits others



takes care of needs



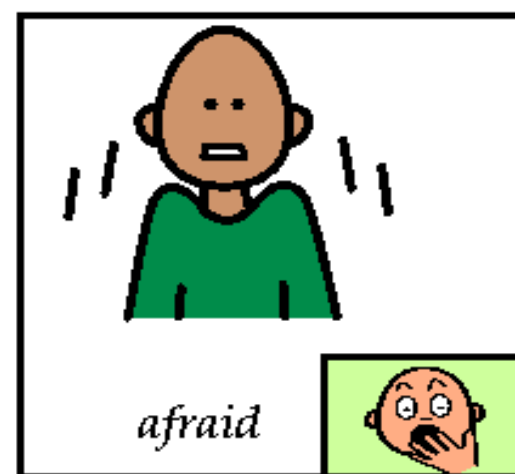
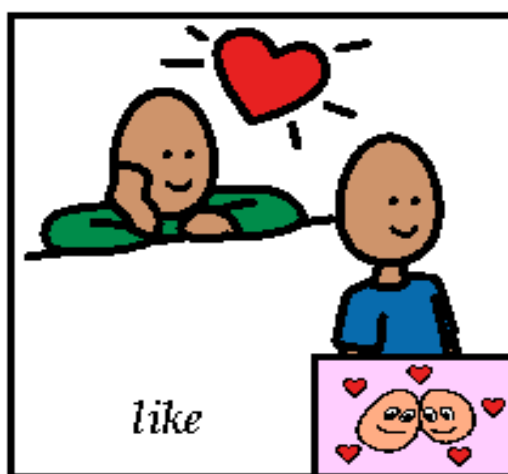
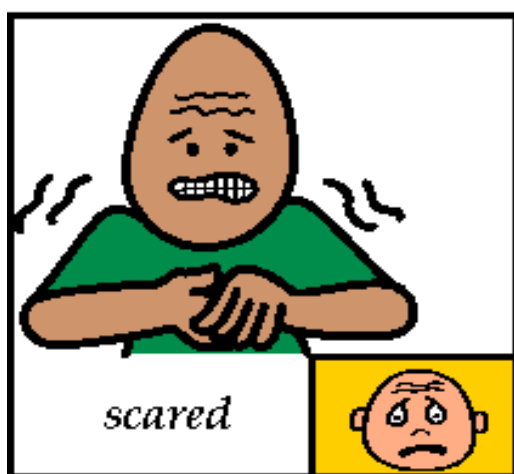
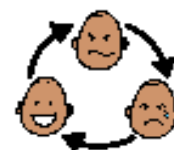
shares



takes things away



This (staff person) makes me feel:



I think (staff person) is:



ok to work with me



not ok to work with me



My Comments: _____

