

4/12/02

Group Process Measure

Group Name: _____ Therapist Name(s): _____

Group Size: _____ Location: _____ Date: _____

Group Time Began: _____

Group Time Ended: _____

Was the group rated (1-5)?

1 Yes

0 No

Administrative Skills

1. PHYSICAL SETTING ADEQUATE/COMFORTABLE
optimal use of space, soft non-distracting
light/ventilation, quiet
- 0 No
1 Somewhat
2 Yes
8 Not Applicable

2. FACILITATOR ORGANIZED
well organized, prepared, smooth beginning
- 0 No
1 Somewhat
2 Yes
8 Not Applicable

3. ADDRESSED CLIENTS BY NAME
used names regularly with correct pronunciation
- 0 No
1 Somewhat
2 Yes
8 Not Applicable

4. MINIMIZED EXTERNAL DISRUPTIONS AND
DISTRACTIONS
disruptions/distractions managed well
- 0 No
1 Somewhat
2 Yes
8 Not Applicable (No distractions)

Instructional Skills

1. CLEAR, ARTICULATE AND EASILY HEARD
consistently distinct, clear and audible
- 0 No
1 Somewhat
2 Yes
8 Not Applicable
2. LANGUAGE SIMPLE, EASILY UNDERSTOOD
consistently clear, difficult terms kept to minimum
- 0 No
1 Somewhat
2 Yes
8 Not Applicable

3. DEFINED TERMS, CONCEPTS AND PRINCIPLES
consistently provides clear definitions, examples
used
- 0 No
1 Somewhat
2 Yes
8 Not Applicable

4. ENCOURAGED QUESTIONS/FEEDBACK
encouraged questions, answers in depth, assured
understanding
- 0 No
1 Somewhat
2 Yes
8 Not Applicable

5. HOMEWORK: REVIEWED COMPLETED &/OR
EXPLAINED ASSIGNMENT
always offered detailed explanation and or review,
in-depth discussion
- 0 No
1 Somewhat
2 Yes
8 Not Applicable

6. FOLLOW LESSON/CURRICULA PLAN
follows plan, did not omit any important points
- 0 No
1 Somewhat
2 Yes
8 Not Applicable

7. MADE EFFORT TO KNOW WHETHER THE CLASS
UNDERSTOOD
consistently made effort to be sure all members
understood material
- 0 No
1 Somewhat
2 Yes
8 Not Applicable

8. MAINTAINED CLIENTS INTEREST
consistently held majority interest
- 0 No
1 Somewhat
2 Yes
8 Not Applicable

9. MONOPOLIZATION OF THE DISCUSSION BY SELF
OR OTHERS, DRAWS OUT QUIET CLIENTS
usually did not monopolize discussion or allow
others to do so, no one ignored
- 0 No
1 Somewhat
2 Yes
8 Not Applicable

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10. PROVIDED OPPORTUNITY FOR CLIENTS TO PRACTICE MATERIAL LEARNED
ample opportunity to practice, consistently appropriate

0 No
1 Somewhat
2 Yes
8 Not Applicable

11. MEDIATED CONFLICTS OR DIFFERENCES OF OPINION

appropriately mediated successfully

0 No
1 Somewhat
2 Yes
8 Not Applicable

12. WRAP UP, CLOSURE

adequate closure

0 No
1 Somewhat
2 Yes
8 Not Applicable

Therapeutic Skills

1. RESTATED/REFLECTED

consistently restated/reflected, appropriate, complex and accurate

0 No
1 Somewhat
2 Yes
8 Not Applicable

2. CLARIFIED

clarifies when necessary, accurate/complete

0 No
1 Somewhat
2 Yes
8 Not Applicable

3. SUMMARIZED

regularly summarized, complex and accurate

0 No
1 Somewhat
2 Yes
8 Not Applicable

4. PROBED/QUESTIONED

consistently used accurate probing questions

0 No
1 Somewhat
2 Yes
8 Not Applicable

5. QUESTION STYLE

majority of questions were open

0 No
1 Somewhat
2 Yes
8 Not Applicable

6. CHALLENGED (Thoughts/Behaviors)

consistently challenged appropriately with no hostility or sarcasm

0 No
1 Somewhat
2 Yes
8 Not Applicable

7. IDENTIFIED/REFLECTED FEELINGS

consistently and accurately identified and reflected feelings

0 No
1 Somewhat
2 Yes
8 Not Applicable

8. PROVIDED FEEDBACK TO INDIVIDUALS AND GROUP

consistently provides accurate feedback to both individuals and group

0 No
1 Somewhat
2 Yes
8 Not Applicable

9. ADVISED

consistently appropriate, accurate timing, not overdone

0 No
1 Somewhat
2 Yes
8 Not Applicable

10. INTERVENTION (Changed Directions)

consistently used appropriate and well timed interventions

0 No
1 Somewhat
2 Yes
8 Not Applicable

11. NONVERBAL BEHAVIORS

consistently appropriate recognition and feedback, in-depth

0 No
1 Somewhat
2 Yes
8 Not Applicable

12. MODEL BEHAVIOR

consistently appropriate behavior and dress

0 No
1 Somewhat
2 Yes
8 Not Applicable

13. RESPECT

treats clients with consideration and respect

0 No
1 Somewhat
2 Yes
8 Not Applicable

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14. GROUP COMMONALITIES USED IN GROUP PROCESS
consistently demonstrated use of commonalities, good in-depth group process
- 0 No
 - 1 Somewhat
 - 2 Yes
 - 8 Not Applicable

15. FACILITATION
excellent skills demonstrated, group ran smoothly
- 0 No
 - 1 Somewhat
 - 2 Yes
 - 8 Not Applicable

16. HUMOR
consistently appropriate, makes point without racism, sexism, embarrassment
- 0 No
 - 1 Somewhat
 - 2 Yes
 - 8 Not Applicable

17. BOUNDARIES
consistently maintained appropriate boundaries
- 0 No
 - 1 Somewhat
 - 2 Yes
 - 8 Not Applicable

18. AUTHENTIC, GENUINE, SINCERE
consistently showed genuine concern, compassion, easily maintained balance
- 0 No
 - 1 Somewhat
 - 2 Yes
 - 8 Not Applicable

19. STRESSED CLIENT RESPONSIBILITY
consistently stresses client responsibility for making change
- 0 No
 - 1 Somewhat
 - 2 Yes
 - 8 Not Applicable

20. EMPATHY
consistently demonstrates understanding and willingness to hear client's feelings, nonjudgmental
- 0 No
 - 1 Somewhat
 - 2 Yes
 - 8 Not Applicable

21. ACCEPT
always shows appropriate acceptance, patience, tolerance
- 0 No
 - 1 Somewhat
 - 2 Yes
 - 8 Not Applicable

22. POSITIVE SELF-REGARD
finds something positive in what the client has stated, even in a difficult situation
- 0 No
 - 1 Somewhat
 - 2 Yes
 - 8 Not Applicable

23. SUPPORT SELF-EFFICACY
consistent support for self-efficacy of coping skills, positive, non-cheerleading
- 0 No
 - 1 Somewhat
 - 2 Yes
 - 8 Not Applicable

24. ATTENDING BEHAVIOR
always listened carefully to each one, understood and responded appropriately
- 0 No
 - 1 Somewhat
 - 2 Yes
 - 8 Not Applicable

Administrative Total = _____ %

Instructional Total = _____ %

Therapeutic Total = _____ %

Overall Total = _____ %