Music Therapy Internship Evaluation  
Illinois State University

Student: ____________________________  Site: __________________  Sem/Yr: __________

**Directions:** ISU supervisor and student complete all four parts. Facility supervisor completes Part I plus any items in Parts II-IV she/he feels able to evaluate.

<table>
<thead>
<tr>
<th>Key:</th>
<th>Excellent</th>
<th>Good</th>
<th>Needs Improvement</th>
<th>Unsatisfactory</th>
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<tbody>
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<td>8</td>
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### Part I: Professional Qualities and Characteristics

- Demonstrates professional work habits  
  (attendance/promptness, preparation, dependability)

- Maintains professional attitude and appearance

- Relates well to clients

- Relates well to staff

- Communicates effectively

- Follows policies and procedures

- Maintains confidentiality of clients

- Provides for welfare and safety of clients

- Separates personal life from work environment

- Accepts guidance and supervision

### Part II: Music Competencies

- Uses a variety of instruments from session to session

- Demonstrates proficiency in piano/keyboard

- Demonstrates proficiency in guitar

- Demonstrates proficiency in percussion

- Demonstrates proficiency in singing

- Demonstrates knowledge of music styles relevant to population

- Engages clients in musical interaction

- Provides age-appropriate activities of good artistic quality

- Implements movement activities appropriate for population

- Demonstrates proficiency in improvisation skills or in engaging clients in improvisational activities
Uses a variety of musical resources

Part III: Therapeutic Competencies

Demonstrates observation skills
Sets long- and short-term goals
Formulates appropriate goals/objectives based on client need
Plans and presents appropriate music activities to meet client goals/objectives
Follows the treatment plan
Evaluates results of activities in relation to goals
Adapts methods according to clients’ abilities and goals
Builds rapport and a therapeutic relationship with clients
Responds to clients in a professional manner
Uses a variety of interventions to facilitate engagement
Speaks to clients in a way they can understand
Gives clients clear and concise directions
Utilizes supervision time and incorporates feedback into future sessions
Processes termination appropriately and thoroughly
Acts in accordance with Code of Ethics and Standards of Clinical Practice

Part IV: Documentation

Completes written work accurately and on time
Uses correct spelling, grammar, and punctuation

Comments:

Student _____________________________________________________ Date ______________________
Facility Supervisor _____________________________________________ Date ______________________
ISU Supervisor ________________________________________________ Date ______________________