**Counseling and Psychological Services Annual Evaluation Form**

The CSU Classification and Qualification Standards, state law (as it relates to mental health clinicians), and the current Unit 3 CBA guide hiring of mental health clinicians. California State University Channel Islands (CI) requires the minimum qualifications of clinicians both at the time of hire and throughout their employment as outlined in SP 15-XX and SA 19.002.

Name of Counselor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Reviewer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Classification/Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Period Covered: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Direct Clinical Services – (60-65%)**

Per EO 1053: “The CSU expects that mental health clinicians shall spend at least 60% to 65% of their base time providing direct services, which for the purposes of this recommendation, shall include individual/group counseling, intakes, assessment, crisis intervention, and other clinical services assigned….These recommendations are not meant to supersede the terms of any collective bargaining agreement.”

EO 1053 further states: “Although these recommendations establish a baseline or benchmark, adjustments to a mental health clinician’s direct clinical service expectations may be necessary to accommodate additional responsibilities, assignments, and the academic calendar.” *The following adjustments to the Direct Clinical Service requirement were agreed upon for this evaluation period:*

Narrative:

For the required element of **direct** clinical services in the period under review, the faculty member’s performance was:

\_\_\_\_\_\_\_ Satisfactory \_\_\_\_\_\_\_\_ Unsatisfactory

**Indirect Clinical Services – (35-40%)**

**Indirect service** is defined as time spent in aspects of counseling services ancillary to direct client contact.

Narrative:

For the required element of **indirect** services in the period under review, the faculty member’s performance was:

\_\_\_\_\_\_\_ Satisfactory \_\_\_\_\_\_\_\_ Unsatisfactory

Evaluation Summary:

\_\_\_\_\_\_\_ Satisfactory \_\_\_\_\_\_\_\_ Unsatisfactory