Staff Feedback Form

The purpose of this form is to help you organize your thoughts in providing feedback to staff while adhering to suggested strategies. This side of the form is not to be shared with staff. The other side is to be shared and given to staff.

Staff Name **Supervisor Name** **Date**

1. "Thank you for your efforts"

2. Ask about interaction with individual before offering feedback:

3. Areas to praise (use Core Competencies, Code of Ethics and Empowerment Strategies):

4. Ask about problems or concerns:

5. Areas that require developmental feedback (use Core Competencies, Code of Ethics and Empowerment Strategies):

Over →

Staff Feedback Form – STAR/WAR

The STAR/WAR document is to be shared with staff at supervision. The bottom part, as instructed, should be filled out together so staff can follow-up on suggestions.

Staff Name **Supervisor Name** **Date**

Section 1 (completed by Supervisor prior to supervision):

ST (Situation or Task being reviewed) –

A (Action taken by staff) -

R (Results on individual) –

Section 2 (completed by Supervisor and DSP together during supervision):

WA (What Alternative Action will be taken by staff) -

R (Result on individual) -

THANK YOU!

Give staff copy of STAR/WAR form after supervision