

Health Associate Performance Evaluation

Date:

Employee Name:

Job Title:

Supervisor:

Building: BV SV LT
 WMS WHS ESC

Review Type:
 Annual 6 Month (Probationary Review)

I. Performance of Job Duties and Responsibilities

Identifies, assesses and evaluates the health needs and development status of school children.

Highly exceeds expectations. Moderately exceeds expectations. Satisfactorily meets expectations. Working towards meeting expectations. Does not meet expectations. Improvement plan below.

Provides and implements skilled nursing care to students with disabilities by administering medical procedures, treatments, and/or medications. Follows and/or develops individual health plans for students.

Highly exceeds expectations. Moderately exceeds expectations. Satisfactorily meets expectations. Working towards meeting expectations. Does not meet expectations. Improvement plan below.

Promotes and maintains health and well-being of students, families and school personnel by teaching and counseling.

Highly exceeds expectations. Moderately exceeds expectations. Satisfactorily meets expectations. Working towards meeting expectations. Does not meet expectations. Improvement plan below.

Develops and maintains a system of first aid, recommended school safety measures, and promotes a healthful school environment.

Highly exceeds expectations. Moderately exceeds expectations. Satisfactorily meets expectations. Working towards meeting expectations. Does not meet expectations. Improvement plan below.

Follows communicable disease guidelines and procedures by conducting routine surveillance, reporting and appropriate follow-up.

Highly exceeds expectations. Moderately exceeds expectations. Satisfactorily meets expectations. Working towards meeting expectations. Does not meet expectations. Improvement plan below.

Communicates positively with district staff and parents. Respects school district, building and supervisor policies, rules and regulations.

- Highly exceeds expectations. Moderately exceeds expectations. Satisfactorily meets expectations. Working towards meeting expectations. Does not meet expectations. Improvement plan below.

Maintains a high level of confidentiality regarding student and staff information in order to ensure compliance with legal requirements and to maintain a professional environment.

- Highly exceeds expectations. Moderately exceeds expectations. Satisfactorily meets expectations. Working towards meeting expectations. Does not meet expectations. Improvement plan below.

II. Quality of Work Product

Sets high personal standards and can be depended upon for high quality work.

- Highly exceeds expectations. Moderately exceeds expectations. Satisfactorily meets expectations. Working towards meeting expectations. Does not meet expectations. Improvement plan below.

III. Dependability and Initiative

Demonstrates dependability, promptness, and regular attendance in order to maintain consistent routines, promote team work, and guarantee educational continuity.

- Highly exceeds expectations. Moderately exceeds expectations. Satisfactorily meets expectations. Working towards meeting expectations. Does not meet expectations. Improvement plan below.

Seeks more thorough understanding of job duties and responsibilities. Offer suggestions to improve job or function of school.

- Highly exceeds expectations. Moderately exceeds expectations. Satisfactorily meets expectations. Working towards meeting expectations. Does not meet expectations. Improvement plan below.

IV. Interactions with District Employees and Public

Interacts positively and effectively with district employees and the public.

- Highly exceeds expectations. Moderately exceeds expectations. Satisfactorily meets expectations. Working towards meeting expectations. Does not meet expectations. Improvement plan below.

V. Interactions with Students

Interacts positively and effectively with students. Assists students in promoting positive interactions with other students.

- Highly exceeds expectations. Moderately exceeds expectations. Satisfactorily meets expectations. Working towards meeting expectations. Does not meet expectations. Improvement plan below.

VI. Performance Evaluation Summary

VII. Goals

Employee and Supervisor should jointly set two (2) goals for the employee for the following year. Measurements that will be used to determine the attainment of these goals and required resources should be indicated.

Goal 1:

Goal 2:

Employee: Your signature indicates that you have discussed this evaluation with your supervisor, have received a copy of this evaluation, and are aware that this evaluation will be placed in your personnel file.

Employee's Signature _____

Date _____

Supervisors: Please sign, provide a copy of this completed evaluation to the employee, and send the original to Human Resources for placement in the employee's personnel file.

Supervisor's Signature _____

Date _____