



SUPERVISION EVALUATION REPORT

Supervisor Information		
Name	Registration number	
Telephone	Email	
Supervisee Information		
Name	Registration number	
Telephone	Email	
Workplace Information		
Name		
Address		
City	Province	Postal code
Evaluation Period		
Start date	End date	

PRACTICE AREA 1 - INTERPERSONAL SKILLS

Supervisor is required to complete the “Comments” section if the competency is “Unsatisfactory”.

Occupational Competencies		Satisfactory	Unsatisfactory	N/A	Comments
1.1	Utilize professional communication.				
a	Speak effectively, using appropriate terminology.				
b	Write effectively, using appropriate terminology.				
c	Comprehend written information.				
d	Comprehend information presented orally.				
e	Ensure effectiveness of communication.				
f	Communicate with professional integrity.				
g	Respond to non-verbal communication.				
h	Respond to sources of interpersonal conflict.				
i	Adapt communication style in response to needs of recipient.				
1.2	Develop and maintain effective inter-professional relationships.				
a	Work cooperatively in an interdisciplinary health care setting.				
b	Develop productive working relationships.				
c	Recognize the variety of health and social services commonly available and direct patients appropriately.				
1.3	Develop and maintain effective relationships with patients.				
a	Show respect toward patients as individuals.				
b	Exhibit compassion toward patients.				
c	Maintain practitioner / patient boundaries.				
d	Facilitate honest, reciprocal communication.				
e	Encourage patient to take responsibility for his / her health.				

PRACTICE AREA 2 - PROFESSIONALISM

Occupational Competencies		Satisfactory	Unsatisfactory	N/A	Comments
2.1	Comply with legal requirements.				
a	Apply to practice current, relevant federal and provincial / territorial legislation.				
b	Apply to practice current requirements of regulatory body.				
c	Apply to practice current, relevant requirements of municipal and other local authorities.				
2.2	Practice in a manner that accords patient dignity and reflects patient rights.				
a	Ensure that patient is aware of treatment plan, its benefits and risks.				
b	Ensure ongoing, informed consent.				
c	Respect patient rights to privacy and confidentiality.				
d	Terminate course of treatment when appropriate.				
2.3	Maintain practitioner self-care.				
a	Maintain personal health and wellness in the context of professional practice.				
b	Exhibit professional deportment.				
2.4	Practice with professional integrity.				
a	Practice within limits of expertise.				
b	Modify practice to enhance effectiveness.				
c	Exhibit professional behaviour.				
d	Engage with colleagues in professional activities related to the practice of TCM.				
e	Critically assess personal performance and set goals for improvement.				
f	Undertake professional development activities aimed at enhancing practice.				
g	Remain current with developments in acupuncture practice.				

PRACTICE AREA 3 - PRACTICE MANAGEMENT

Occupational Competencies		Satisfactory	Unsatisfactory	N/A	Comments
3.1	Maintain patient records.				
a	Ensure complete and accurate records.				
b	Ensure security and integrity of records.				
3.2	Utilize effective business strategies.				
a	Ensure sound financial management.				
b	Employ ethical business practices.				
c	Establish office procedures and supervise staff accordingly.				

PRACTICE AREA 4 – TRADITIONAL CHINESE MEDICINE FOUNDATIONS

Occupational Competencies		Satisfactory	Unsatisfactory	N/A	Comments
4.1	Apply fundamental knowledge of the following Traditional Chinese Medicine principles in diagnosis and treatment:				
a	yin yang				
b	wu xing (five elements)				
c	zang xiang (organ theories)				
d	jing luo & shu xue (channels, collaterals, and acupuncture points)				
e	qi, xue, jin ye, jing, & shen (qi, blood, body fluid, essence, spirit)				
f	ti zhi (constitution)				
g	bing yin (etiology)				
h	bing ji (pathogenesis)				
i	yu fang (prevention)				
j	zhi ze (principles of treatment)				
k	yang sheng (health preservation)				
4.2	Display knowledge of the origin and value of the TCM Classics.				
4.3	Apply fundamentals of acupuncture in diagnosis and treatment.				
a	Characterize the following points.				
i	jing xue (points of the 14 channels)				
ii	jing wai qi xue (extra points)				
b	Apply knowledge of the following special groupings of points, in treatment planning:				
i	wu shu xue (five transporting points)				
ii	yuan xue (source points)				
iii	luo xue (connecting points)				
iv	xi xue (cleft points)				

PRACTICE AREA 4 – TRADITIONAL CHINESE MEDICINE FOUNDATIONS

Occupational Competencies		Satisfactory	Unsatisfactory	N/A	Comments
v	<i>bei shu xue</i> (back shu transport points)				
vi	<i>mu xue</i> (front / mu points)				
vii	<i>xia he xue</i> (lower he-sea points)				
viii	<i>ba mai jiao hui xue</i> (eight confluent points)				
ix	<i>ba hui xue</i> (eight (influential) points)				
x	<i>zi mu xue</i> (mother / child points)				
xi	<i>jiao hui xue</i> (channel crossing points)				
xii	<i>a shi xue</i> (ah shi points)				
xiii	ear and scalp acupuncture				
c	Select points for assessment.				
d	Select points or areas for therapy.				
e	Select stimulation techniques.				
f	Apply knowledge of precautions and contraindications for application of stimulation techniques.				
g	Apply knowledge of adjunct techniques:				
i	<i>tui na / an mo</i> (acupressure)				
ii	<i>qi gong / tai ji</i>				
iii	<i>gua sha</i>				

PRACTICE AREA 5 - FUNDAMENTALS OF BIOMEDICINE

Occupational Competencies		Satisfactory	Unsatisfactory	N/A	Comments
5.1	Apply basic biomedical concepts to TCM practice.				
a	human anatomical structures				
b	biochemical processes				
c	control mechanisms				
d	infectious diseases and infection control				
e	dysfunctions and common diseases				
5.2	Relate biomedical diagnostic and treatment approaches to TCM practice.				
a	diagnosis and treatment methods				
b	pharmacology				
5.3	Integrate TCM and biomedical concepts.				
a	Relate biomedical information concerning patient's condition and treatment to TCM state of health.				
b	Communicate TCM diagnostic and treatment information for use by other health care workers, and to third parties.				

PRACTICE AREA 6 - DIAGNOSTICS & TREATMENT

Occupational Competencies		Satisfactory	Unsatisfactory	N/A	Comments
6.1	Establish priorities for assessment and treatment planning.				
a	Identify chief complaint.				
b	Initiate assessment based upon chief complaint.				
c	Recognize conditions that require urgent medical treatment, and direct patient appropriately.				
d	Modify assessment strategy based upon emerging information.				
e	Initiate collaboration, consultation or referral as appropriate.				
f	Recognize support needs beyond the scope of TCM, and advise patient accordingly.				
6.2	Assess patient.				
a	Collect information using <i>wang zhen</i> (TCM diagnostic inspection method).				
b	Collect information using <i>wen zhen</i> (TCM diagnostic inquiry method).				
c	Collect information using <i>wen zhen</i> (TCM diagnostic auscultation and olfaction methods).				
d	Collect information using <i>qie zhen</i> (TCM diagnostic palpation method).				
e	Measure vital signs.				
f	Conduct relevant non-invasive physical examination.				
6.3	Analyze assessment information.				
a	Organize and interpret the collected information using the following TCM syndrome differentiation methods:				
	i <i>ba gang bian zheng</i> (eight principles differentiation)				
	ii <i>zang fu bian zheng</i> (organ theory differentiation)				
	iii <i>wu xing bian zheng</i> (five elements differentiation)				
	iv <i>san jiao bian zheng</i> (triple warmer differentiation)				

PRACTICE AREA 6 - DIAGNOSTICS & TREATMENT

Occupational Competencies		Satisfactory	Unsatisfactory	N/A	Comments
v	<i>wei qi ying xue bian zheng</i> (four levels differentiation)				
vi	<i>liu jing bian zheng</i> (six stages differentiation)				
vii	<i>qi xue jin ye bian zheng</i> (qi, blood, body fluid differentiation)				
viii	<i>bing yin bian zheng</i> (pathogenic factors differentiation)				
ix	<i>jing luo bian zheng</i> (meridian differentiation)				
b	Incorporate information obtained from biomedical diagnostic data, medical and health history.				
c	Make TCM diagnosis.				
6.4	Establish treatment plan based on diagnosis.				
a	Determine TCM treatment goals and strategies.				
b	Take into account precautions and contraindications.				
c	Adapt treatment according to patient characteristics and needs.				
d	Select appropriate points, point combinations and / or treatment areas.				
e	Select appropriate course of acupuncture treatment and therapeutic modalities.				
6.5	Provide acupuncture treatment.				
a	Adapt clinical setting to enhance comfort and safety.				
b	Position patient for treatment.				
c	Locate selected points on patient.				
d	Apply treatment techniques.				
e	Monitor and respond to patient condition during treatment.				
6.7	Monitor effectiveness of treatment plan and modify where necessary.				
a	Evaluate effectiveness of treatment plan on an ongoing basis.				

PRACTICE AREA 6 - DIAGNOSTICS & TREATMENT

Occupational Competencies			Satisfactory	Unsatisfactory	N/A	Comments
b		Modify treatment plan to enhance effectiveness.				
6.8		Educate and counsel patient.				
a		Explain etiology and pathogenesis of condition.				
b		Explain TCM concepts as they apply to patient condition.				
c		Inform patient of possible side effects and reaction to treatment.				
d		Advise patient on <i>yu fang</i> and <i>yang sheng</i> (prevention and health preservation).				
e		Counsel patient on compliance with treatment recommendations.				

PRACTICE AREA 7 - ACUPUNCTURE TECHNIQUES

Occupational Competencies		Satisfactory	Unsatisfactory	N/A	Comments
7.1	Perform needling.				
a	Perform filiform needling.				
b	Perform dermal (plum blossom, seven star) needling.				
c	Perform intra-dermal tack needling.				
d	Perform three edged needling.				
7.2	Perform moxibustion.				
a	Perform direct moxibustion.				
b	Perform indirect moxibustion.				
c	Perform needle warming moxibustion.				
7.3	Perform treatment utilizing supplementary devices.				
a	Perform stimulation using heat lamps.				
b	Perform stimulation using electro-acupuncture devices.				
7.4	Perform cupping.				
7.5	Perform <i>tui na</i>.				

PRACTICE AREA 9 - SAFETY

Occupational Competencies		Satisfactory	Unsatisfactory	N/A	Comments
9.1	Evaluate patient risk profile.				
a	Determine risk profile relative to acupuncture treatment.				
9.2	Provide a safe working environment.				
a	Maintain current knowledge of communicable diseases and infection control techniques.				
b	Apply universal precautions for infection control.				
d	Inspect facilities for electrical hazards, fire risk and physical hazards that may cause accidents, and take action to minimize.				
e	Establish procedures and route for emergency evacuation of facilities.				
f	Establish procedures to maximize protection of self, staff and patients in the event of abusive or violent behaviour.				
9.3	Manage risks to patients.				
b	Manage adverse reactions and accidents resulting from treatment.				
c	Respond appropriately to medical emergencies.				
d	Manage blood-to-blood contact and provide direction for post exposure follow up.				
e	Clean spills of blood and other body fluids.				
f	Control and extinguish small fires.				
9.4	Ensure that equipment is safe and functional.				
a	Select equipment that enhances patient safety.				
b	Maintain equipment in good working order.				
c	Clean equipment regularly, and disinfect as appropriate.				

Supervisor is required to complete the following section. Must document the date and time where the evaluation of the practice area takes place, the method (e.g., direct supervision, case studies, chart stimulated recall, etc.) in which the evaluation was performed, and the supervisee's performance.

Overall Evaluation
Interprofessional Skills:
Professionalism:
Practice Management:
Traditional Chinese Medicine Foundations:

Fundamentals of Biomedicine:

Diagnostic & Treatment:

Acupuncture Techniques:

Safety:

I solemnly declare that all the information provided in this report is true and complete to the best of my knowledge and belief, and confirm that the supervisee (Intern) has practiced competently and safely to the required standards of a regulated member of the College of Acupuncturists of Alberta while under my supervision.

Supervisor's Signature: _____

Date: _____