

**Indiana State University College of Health and Human Services
Clinical Adjunct Faculty Evaluation Tool**

Adjunct Faculty:

Nursing Course:

Evaluator:

Date:

Evaluation of Adjunct Faculty is based on a combination of direct observation in the clinical setting, student evaluations, and comments from students, Course Facilitator, and agency personnel.

Criteria	Outstanding	Exceeds Normal Expectation	Normal Expectation	Comments
Teaching:				
Arranges student clinical assignments consistent with course outcomes.				
Plans and conducts pre- and/or post-conferences.				
Assigns, explains, and grades written student projects (i.e., assessments, care plans) utilizing established guidelines/criteria.				
Evaluates student performance utilizing course criteria and tools.				
Assists students in correlating practice and theory.				
Supervises students at an appropriate level in the delivery of safe, effective care.				
Encourages students to use self-evaluation as a means of promoting professional growth.				
Refers students to appropriate resources (i.e., LRC, library, videos, CAls) as necessary.				
Utilizes campus lab in an effective manner.				
Available to students at non-clinical times via email and telephone.				
Completes orientation to clinical agency with students.				
Communicates student outcomes/expectations to students and staff.				

Criteria	Outstanding	Exceeds Normal Expectation	Normal Expectation	Comments
Professional Collaboration/Behavior:				
Models professionalism for students through appearance, attitude, and behavior.				
Demonstrates clinical nursing competence in the area assigned.				
Collaborates with clinical staff and management in identifying and resolving issues involving students.				
Keeps course facilitator informed of atypical situations.				
Demonstrates knowledge of and compliance with agency policies.				
Documents and implements student evaluations and counseling sessions in a timely, professional manner.				
Submits all student documentation to course facilitator promptly.				
Maintains confidentiality.				

Comments from Course Facilitator:

Recommendation:

Signature of Adjunct Clinical Faculty: _____ Date: _____

Signature of Evaluator: _____ Date: _____