

## Situational Assessment Observational Form

Worker's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Observer's Name: \_\_\_\_\_ Title: \_\_\_\_\_

**Instructions:** *This form is used to record your observations during situational assessments conducted at multiple businesses in the community. For each setting, write down the tasks performed, characteristics of the work environment, and the job skills demonstrated by the individual. It is important to note that the worker is not expected to be able to perform the job during the short situational assessment period. What is important is identifying the strengths and talents exhibited by the person under specific conditions across multiple settings. For example, consider interactions with coworkers, physical capabilities, fine and gross motor skills, work ethic and behaviors, response to trainers, orienting around the business, asking questions, reactions to corrections, talents and passions, task completion, and any other aspect of the work experience that you observe. Do not interpret the individual's actions or record with your subjective opinion but rather write your objective observation during the assessment only. For example, say Jason did not perform the task when asked or prompted rather than Jason does not like folding towels because he refused to do the job. Be sure and make note of any supports or strategies that helped the individual learn and perform the job.*

### Observations

Site 1

Site 2

Site 3

Other

## **Synthesis**

What themes did you identify across work assessments?

What are the individual's strengths?

What are the individual's support needs?

What recommendations would you suggest to help this person become competitively employed?

What other ideas or strategies would you like to share?