

Community Based Assessment Questionnaire

Work site: _____ Student/Intern: _____ Evaluator: _____

Based on the responses from the intern & supervisor, please choose the scoring criteria most accurate to the intern's level/performance (0 - 5) for the specified question, and mark in the appropriate box. In the discrepancy column, please indicate if a discrepancy exists between the answers provided by the intern and the supervisor. Finally, in the last column, please check the box if you feel the corresponding question/answer indicates that a possible problem exists for the intern to achieve successful competitive employment.

Question	Intern	Super- visor	Discrep- ancy?	Work- place issue?	Question	Intern	Super- visor	Discrep- ancy?	Work- place issue?
1. Can you stay focused on your work?			☐	☐	6. When you are doing something and it is not working can you change it?			☐	☐
2. Do you get distracted from your work easily?			☐	☐	7. Do you remember details of workplace instructions?			☐	☐
3. Do you know when you have made a mistake?			☐	☐	8. Do you learn from hands-on experience?			☐	☐
4. Can you fix your mistakes?			☐	☐	9. Do you remember your supervisor's and co-workers' names and job duties?			☐	☐
5. Do you plan your work out before you begin?			☐	☐	10. Do you pretend you understand instructions when you really don't?			☐	☐

0 = 0% = NEVER

1 = 1%-25%=RARELY

2 = 26%-50%= SOMETIMES

3 = 51%-75% = OFTEN

4 = 76%-99% = MOSTLY

5 = 100% = ALWAYS

Question	Intern	Super- visor	Discrep- ancy?	Work- place issue?	Question	Intern	Super- visor	Discrep- ancy?	Work- place issue?
11. Are you able to do what your supervisor or co-workers ask you to do?			☐	☐	20. Can you read what is required on your job?			☐	☐
12. Do you talk about your personal life at work?			☐	☐	21. Can you write what is required on your job?			☐	☐
13. Do you ask questions or start conversations with your co-workers or supervisors?			☐	☐	22. Can you do the math that is required on your job?			☐	☐
14. Do you know your way around work?			☐	☐	23. Can you use software programs at work?			☐	☐
15. Do you dress properly and are you clean?			☐	☐	24. Are you able to type what they need you to type on the job?			☐	☐
16. Is your behavior and what you do at work consistent each day?			☐	☐	25. Do you talk about your learning disability or needs for accommodations when needed?			☐	☐
17. Do you show up on time for work?			☐	☐	26. Do you know how well you do at remembering new information?			☐	☐
18. Can you handle constructive criticism?			☐	☐	27. Do you ask for help when you need it?			☐	☐
19. Do you work well on a team?			☐	☐	28. Do you look at people when you talk to them?			☐	☐

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29.	Do people understand you when you talk?			☐	☐	Comments:
30.	Does it take you a long time to answer a question?			☐	☐	
31.	Do you respect other's personal space?			☐	☐	

For the remaining questions, please choose the scoring criteria, or fill in the answers most accurate to your level of performance. If a discrepancy exists, please indicate in the last column.

	Question	Intern	Supervisor	Discrepancy?
32.	Is this job a match for your ability level?	☐ Perfect match ☐ Good Match ☐ Poor Match	☐ Perfect match ☐ Good Match ☐ Poor Match	☐
33.	Is this job a match for your interests?	☐ Perfect match ☐ Good Match ☐ Poor Match	☐ Perfect match ☐ Good Match ☐ Poor Match	☐
34.	Do you use worksite accommodations? If so, are they important for you to do your job well?	☐ Essential ☐ Minor/Sporadic ☐ Non-Apparent	☐ Essential ☐ Minor/Sporadic ☐ Non-Apparent	☐
35.	Do you like the job?			☐

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36.	How can your boss/supervisor help you to do your job better?			☐
37.	What do you do to plan your day?			☐
38.	What is your job goal/plan for the future?			☐
39.	What do you need most to succeed in future employment?			☐

Additional Notes: _____

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