

PSSC Group Discussion Supervision Checklist

PSSC Name: _____ Facility: _____ Date: _____

<i>During the group session, did the PSSC:</i>	Yes: Sufficient	Yes: Limited	No/Not at all	N/A for this visit	COMMENTS/ OBSERVATIONS
Speak slowly and clearly					
Encourage participation					
Keep the discussion focused					
Maintain an open and non-judgemental atmosphere					
Practice active listening (e.g., did not interrupt & paid attention)					
Create a feeling of safety/comfort (putting participants at ease)					
Promote problem-solving among participants					
Show empathy, understanding, caring					
Use open body language (e.g., look at participants, sit at same level, etc.)					
Effectively use visual/job aids					
Plan for follow-up of unanswered questions					
Discuss practical solutions					
Show responsiveness to key topic					
Provide accurate information					
Offer referrals appropriately					

Accomplishments:		
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none; vertical-align: top; padding: 5px;">Problems/Challenges Faced:</td> <td style="width: 50%; border: none; vertical-align: top; padding: 5px;">Possible Solutions:</td> </tr> </table>	Problems/Challenges Faced:	Possible Solutions:
Problems/Challenges Faced:	Possible Solutions:	
Recommendations for Improvement/Suggestions for New Activities:		