

OKLAHOMA BOARD OF NURSING
2915 N. Classen Blvd., Suite 524
Oklahoma City, OK 73106

Telephone: 405/962-1800
Fax: 405/962-1819
Website: www.ok.gov/nursing

REPORT OF SUPERVISED PRACTICE

Licensee: _____ **Reporting Date:** _____

Employing Institution: _____

Assigned to: _____ **Unit.** **Status:** Full time () Part time () – No. Hrs/Wk _____

Shift: _____ **Position:** _____

Has there been a change in position or responsibilities in the past three (3) months?

No () Yes () **Explain:** _____

Please evaluate the nursing practice of the above named nurse who is on probation, pursuant to an Order by the Oklahoma Board of Nursing.

Please circle the appropriate number. Excellent <5-4-3-2-1>Poor. Explain any ratings below 3. Additional comments may be made in the space provided on the back of this form.

WORK HABITS	RATING	COMMENTS
Completes assignments	5 – 4 – 3 – 2 - 1	
Attendance/Punctuality	5 – 4 – 3 – 2 - 1	
Follows policy and procedures	5 – 4 – 3 – 2 - 1	
Organizes/Plans work effectively	5 – 4 – 3 – 2 - 1	
THOUGHT PROCESS	RATING	COMMENTS
Functions independently	5 – 4 – 3 – 2 - 1	
Handles complex tasks	5 – 4 – 3 – 2 - 1	
Utilizes problem solving ability	5 – 4 – 3 – 2 - 1	
Manages stressful situations	5 – 4 – 3 – 2 - 1	
INTERPERSONAL RELATIONS	RATING	COMMENTS
Works as a team member	5 – 4 – 3 – 2 - 1	
Communicates effectively	5 – 4 – 3 – 2 - 1	

(Please circle the appropriate answers below).

If nurse administers medications or has access to medications, have there been any problems with this?	Yes	No
Have there been any problems with documentation of medications?	Yes	No
Has any job related behavior warranted requesting a drug/alcohol screen? (If yes, please explain below.)	Yes	No
Have there been any incidents requiring counseling, conference, oral/written warnings since last report? (If yes, explain and attach a copy of documents.)	Yes	No

(Over)

SUPERVISION

How frequently is the licensee supervised?

How is supervision provided?

Have there been any incidents requiring counseling, conferences, oral/written warnings since last report? No () Yes () Explain and **ATTACH A COPY OF THE DOCUMENTATION TO THIS REPORT:**

Strengths and Weaknesses of Licensee:

Additional Comments:

Please call the Oklahoma Board of Nursing Office at (405) 962-1826 to discuss any concerns or to receive any clarification regarding the nurse's probation. Thank You

Supervisor's Signature: _____ Date: _____

Supervisor's name and title: (type or print) _____

Supervisor's telephone number: _____

Department Manager/Director:

Signature: _____ Title: _____

Telephone Number: _____ Date: _____

Please mail completed form directly to:

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