

Employee Counseling Form

Counseling Date: _____

Employee's Full Name: _____ Job Title: _____

Worksite Employer: _____ Location: _____

This Counseling is being issued because of the following (Select all that apply):

Attendance Behavior/Teamwork Inappropriate Conduct
 Inappropriate Dress Safety Violation Sleeping on the Job
 Substandard Work Violence Other _____

Incident Date: _____ Time of Incident: _____

Describe the nature of the incident (If applicable):

Name of Witness(es):

Corrective Action:

Employee Comments:

This form is intended to help direct the employee onto a successful path in the work place. It is important to make immediate and sustained improvement and the failure to do so could result in further disciplinary action, up to and including termination of employment.

Employee's Signature

Print Name

Date

Supervisor's Signature

Print Name

Date

Witness's Signature

Print Name

Date



Example Documented Counseling

**Angela Marie Baeten, Michael L.
Moran, Lynn M. Phillippi**

Example Documented Counseling:

Physical Therapy Documentation Mia Erickson, Mia L. Erickson, Rebecca McKnight, Ralph Utzman, 2008 Complete accurate documentation is one of the essential skills for a physical therapist This book covers all the fundamentals includes practice exercises case studies throughout

Documentation Manual for Occupational Therapy Crystal Gateley, 2024-06-01 The best selling newly updated occupational therapy textbook Documentation Manual for Occupational Therapy Fifth Edition is made for students and early career practitioners learning the critical skill of documentation The workbook format offers students ample opportunities to practice writing occupation based problem statements and goals intervention plans SOAP notes and other forms of documentation The Fifth Edition has also been updated to reflect changes in the American Occupational Therapy Association's Occupational Therapy Practice Framework Domain and Process Fourth Edition What's included in Documentation Manual for Occupational Therapy Numerous worksheets for students to practice individual skills with suggested answers provided in the Appendix Updated information on coding billing and reimbursement to reflect recent Medicare changes particularly in post acute care settings Examples from a variety of contemporary occupational therapy practice settings Included with the text are online supplemental materials for faculty use in the classroom Instructors in educational settings can visit the site for an Instructor's Manual with resources to develop an entire course on professional documentation or to use the textbook across several courses One of the most critical skills that occupational therapy practitioners must learn is effective documentation to guide client care communicate with colleagues and maximize reimbursement The newly updated and expanded Documentation Manual for Occupational Therapy Fifth Edition will help students master their documentation skills before they ever step foot into practice

Restorative Care Nursing for Older Adults Barbara Resnick, 2004-07-28 The purpose of restorative care nursing is to take an active role in helping older adults maintain their highest level of function thus preventing excess disability This book was written to help formal and informal caregivers and administrators at all levels to understand the basic philosophy of restorative care and be able to develop and implement successful restorative care programs The book provides a complete 6 week education program in restorative care for caregivers many suggestions for suitable activities and practical strategies for motivating both older adults and caregivers to engage in restorative care In addition the book provides an overview of the requirements for restorative care across all settings the necessary documentation and ways in which to complete that documentation

Documenting Physical Therapy Angela Marie Baeten, Michael L. Moran, Lynn M. Phillippi, 1999 Documenting Physical Therapy provides practitioners with the tools necessary to make documentation a successful and beneficial part of clinical practice Using the reviewer's perspective emphasis is placed on documenting components that are essential for coverage determinations

Effective Documentation for Occupational Therapy Jane D. Acquaviva, 1998 [Diabetes Care Documentation and Coding](#) Jerome S. Fischer, 2002

101 Sample Write-ups for Documenting Employee Performance

Problems Paul Falcone,2010 A complete tool kit for handling disciplinary problems in a fair responsible and legally defensible way Medical Documentation Jerry G. Seare,1996 **Sample Individualized Education Program (IEP) and Guidance Document** University of the State of New York. Office of Vocational and Educational Services for Individuals with Disabilities,2002 **Pharmacotherapy Casebook** Terry L. Schwinghammer,Julia M. Koehler,2011-08-05 More than 150 cases help you develop the problem solving and decision making skills necessary to succeed in real world clinical practice Pharmacotherapy Casebook provides the case studies you need to learn how to identify and resolve drug therapy problems you re most likely to encounter in real world practice This new edition is packed with 157 patient cases and makes the ideal study companion to the eighth edition of DiPiro s Pharmacotherapy A Pathophysiologic Approach The case chapters in this book are organized into organ system sections that correspond to those of the DiPiro textbook By reading the relevant chapters in Pharmacotherapy A Pathophysiologic Approach you will be able to familiarize yourself with the pathophysiology and pharmacology of each disease state included in this casebook Everything you need to develop expertise in pharmacotherapy decision making Realistic patient presentations include medical history physical examination and laboratory data followed by a series of questions using a systematic problem solving approach Compelling range of cases from the uncomplicated a single disease state to the complex multiple disease states and drug related problems Diverse authorship from more than 190 clinicians from nearly 100 institutions Coverage that integrates the biomedical and pharmaceutical sciences with therapeutics Appendices containing valuable information on pharmacy abbreviations laboratory tests mathematical conversion factors anthropometrics and complementary and alternative therapies "Code of Massachusetts regulations, 2004" ,2004 Archival snapshot of entire looseleaf Code of Massachusetts Regulations held by the Social Law Library of Massachusetts as of January 2020 The Massachusetts register ,1991-08-02 **California. Court of Appeal (2nd Appellate District). Records and Briefs** California (State)., "Code of Massachusetts regulations, 1988" ,1988 Archival snapshot of entire looseleaf Code of Massachusetts Regulations held by the Social Law Library of Massachusetts as of January 2020 *The Clinical Documentation Sourcebook* Donald E. Wiger,1997-05-05 Accompanying floppy disk contains 24 ready to use sample forms that meet the documentation requirements of virtually every managed care organization Page 4 of cover **Title 12 Banks and Banking Parts 1026 to 1099 (Revised as of January 1, 2014)** Office of The Federal Register, Enhanced by IntraWEB, LLC,2014 The Code of Federal Regulations Title 12 contains the codified Federal laws and regulations that are in effect as of the date of the publication pertaining to banks banking credit unions farm credit mortgages consumer financial protection and other related financial matters Egan's Fundamentals of Respiratory Care Donald F. Egan,Craig L. Scanlan,1995 This respiratory care guide covers topics such as scientific principles clinical assessment advanced studies such as pulmonary function and blood gases equipment usage and ventilation The text also presents case studies learning objectives and key terms **Prevention planning project** ,1981 **Mental Health**

Concepts and Techniques for the Occupational Therapy Assistant Mary Beth Early, 2009 Mental Health Concepts and Techniques for the Occupational Therapy Assistant Fourth Edition offers a solid foundation in occupational therapy processes to identify and address the needs of persons with mental health problems This updated edition reflects important new developments in basic neuroscience psychopharmacology occupational therapy theory and evaluation and treatment methods and remains the only text of its kind written specifically for the occupational therapy assistant The reader friendly format is designed for the two year college student New content in this expanded text fulfills criteria set out in the American Occupational Therapy Association s Standards for an Accredited Educational Program for the Occupational Therapy Assistant Special Fourth Edition Features New Chapter is dedicated to the Occupational Therapy Practice Framework Enhanced Art Program provides more content for visual learners Chapter Objectives help the reader focus on learning goals Chapter Review Questions test comprehension enabling the reader to advance in the text Point of View boxes offer differing perspectives on key topics Case Examples provide the bridge from theory to practice Concepts Summary and Vocabulary Review boxes reinforce the chapter content Additional features include ample tables and boxes which highlight key information examples of group protocols and documentation and a list of common acronyms In short this one text provides the information needed by occupational therapy assistants working with clients with mental health problems in a variety of clinical or community settings New York Court of Appeals. Records and Briefs. New York (State).,

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