



**EIA Documentation of Tutor Observation/Supervision**

**Provider:** \_\_\_\_\_ **Supervisor signature:** \_\_\_\_\_

**Tutor Name:** \_\_\_\_\_ **Beneficiary full name:** \_\_\_\_\_

**Supervised Session: Date:** \_\_\_\_\_ **Start time:** \_\_\_\_\_ **End time:** \_\_\_\_\_

*During supervision, the EIA Supervisor will be engaged in the Tutor-Beneficiary session and should document the following w/ no errors corrected with white out. Draw a single line through any error and enter "ME" for mistake entry above the error. All clinical documentation errors are to be corrected in this manner.*

Explain the tutor's performance: ie. Voice tone/inflection/interaction level/level of tutor's enthusiasm, etc.

Explain rapport between beneficiary and tutor: ie., eye contact/level of attention and response, Is communication effective for progress toward goals?

Recommendations/suggestions given to the tutor/constructive criticism/positive reinforcement

**\* Tutors are to receive no less than 2 hrs. direct supervision per beneficiary serviced during the month (Chapter 20 section 5.2 10)**