
PRACTICUM STUDENT PERFORMANCE SUPPORT PLAN

Name: _____

Program/Role: _____

Field Instructor: _____

Field Liaison: _____

Task Supervisor (if applicable): _____

DATE INITIATED: _____**Purpose of Remediation**

- ☐ To address identified concerns that impact internship or placement performance
- ☐ To ensure compliance with internship, site, or program requirements
- ☐ To promote professional development and readiness for independent practice
- ☐ To provide structured support and corrective guidance
- ☐ To prevent further performance concerns or placement disruption
- ☐ To determine readiness for continuation in the placement
- ☐ Other: _____

Identified Areas of Concern

- | | |
|---|--|
| ☐ Performance Expectations | ☐ Professional Development Concerns |
| ☐ Documentation quality, and accuracy | ☐ Meeting deadlines |
| ☐ Time management and workload | ☐ Professional communication with clients, supervisors and/or staff |
| ☐ Punctuality & Attendance | ☐ Ethical decision-making |
| ☐ Responsiveness to supervision & feedback | ☐ Professional demeanor or conduct |
| ☐ Boundary Concerns | ☐ Preparation for tasks and requirements |
| ☐ Compliance with site policies and procedures | ☐ Case conceptualization and planning |
| ☐ Stress management & emotional-regulation | |
| ☐ Other: _____ | |

Description of Concerns/Examples:

Expectations for Improvement

The individual is expected to demonstrate the following by the end of the remediation period.

- ☐ Active participation in remediation activities
- ☐ Consistent engagement in recommended supports
- ☐ Measurable improvement in identified areas
- ☐ Timely completion of assigned tasks and trainings

Specific Expectations:

Action Steps

Check off and list required actions and supports.

- ☐ Enrollment in preparatory trainings
- ☐ Additional supervision or mentoring
- ☐ Professional Concerns Meeting (includes field liaison and field director)
- ☐ Other:

Monitoring Plan

- ☐ Scheduled supervision/check-in meetings
- ☐ Review completed tasks and responsibilities
- ☐ Written Reflections or progress reports
- ☐ Feedback

Timeline

Remediation Start Date: _____

Progress Review Date(s): _____

Completion Date: _____

Timeline may be adjusted based on progress and performance.

Consequences if Expectations are NOT Met

Failure to meet remediation expectations may result in one or more of the following (check all that apply):

- ☐ Extension of remediation period
- ☐ Additional remediation requirements
- ☐ Increased supervision or monitoring
- ☐ Delay in progression, and recommendation
- ☐ Termination (last resort)

Additional Notes:

Acknowledgment

By signing below, all parties acknowledge understanding of this remediation plan and its expectations. This information will be shared with the assigned field liaison and field director.

Student Signature

Date

Field Instructor

Date