

**FORM L**



**Ohio Board of Nursing**

www.nursing.ohio.gov

17 South High Street, Suite 400 • Columbus, Ohio 43215-7410 • (614) 466-3947

**WORK PERFORMANCE EVALUATION FORM**

**Please submit this form directly to the Ohio Board of Nursing’s Alternative Program for Chemical Dependency/Substance Use Disorders by mail or by fax (#614-466-0710).**

Participant Name: \_\_\_\_\_ Participant’s Job Title: \_\_\_\_\_

Work Site Monitor and Title: \_\_\_\_\_

Facility: \_\_\_\_\_ Telephone No.: \_\_\_\_\_

Unit/Department: \_\_\_\_\_ Shift Worked: \_\_\_\_\_

Evaluation for the month/year of: \_\_\_\_\_

Please rate the Participant’s employment performance using the scale indicated below:  
5= Excellent and 1= Poor.

<b>WORK HABITS</b>	<b>RATING (circle one)</b>	<b>COMMENTS</b>
Attendance/Punctuality	5—4—3—2—1	
Completes assignments	5—4—3—2—1	
<b>JOB EFFICIENCY</b>	<b>RATING (circle one)</b>	<b>COMMENTS</b>
Follows policies & procedures	5—4—3—2—1	
Effectively organizes/plans work	5—4—3—2—1	
Handles complex tasks	5—4—3—2—1	
Utilizes problem solving ability	5—4—3—2—1	

**Form L**  
**Page 2**

Manages stressful situations	5—4—3—2—1	
<b>THOUGHT PROCESS</b>	<b>RATING (circle one)</b>	<b>COMMENTS</b>
Functions independently	5—4—3—2—1	
Uses logical steps in planning care	5—4—3—2—1	
<b>INTERPERSONAL SKILLS</b>	<b>RATING (circle one)</b>	<b>COMMENTS</b>
Works as a team member	5—4—3—2—1	
Effectively communicates	5—4—3—2—1	

Has this participant received counseling/disciplinary action since the last report?  
 YES \_\_\_\_ NO \_\_\_\_ If YES, please attach a **certified copy** of the documentation and/or corrective plan.

As an employer, have you requested a drug screen from the Participant?  
 YES \_\_\_\_ NO \_\_\_\_

If a drug screen was requested, what was the result of the drug screen?

---

Why was the drug screen requested?

---

Additional Comments:

---



---



---



---



---

Work Site Monitor Signature

---

Date

**If employment is terminated, please immediately notify the Board or Monitoring Agent.**

Effective April 2015