

**EAST CAROLINA UNIVERSITY
RECREATIONAL THERAPY PROGRAM
RCLS 4990 WEEKLY INTERNSHIP REPORT**

Student Name

Semester/Year

**Week # /
Reporting Period:**

**Report
Due Date:**

I. Summary of Tasks Completed (Check the boxes corresponding to those tasks/skills demonstrated during the week. List other tasks not included. Answer other questions as requested.)

Planning (Agency, TR/RT Department, Individual Treatment/Program Planning)

<input type="checkbox"/>	Knowledge of agency mission	Other tasks:
<input type="checkbox"/>	Knowledge of population served	
<input type="checkbox"/>	Knowledge of agency standards	
<input type="checkbox"/>	Knowledge of specific programs	
<input type="checkbox"/>	Knowledge of funding sources	
<input type="checkbox"/>	Use of assessment info. to develop treatment plan	
<input type="checkbox"/>	Develop individualized intervention goals and plan	
<input type="checkbox"/>	Revision of intervention plan	
<input type="checkbox"/>	Develop discharge/ transition plan	

Implementation of TR/RT Services

<input type="checkbox"/>	Implement individualized intervention plan (list # for each.) ____ # observed; ____ # assisted, ____ # led	List TR/RT interventions used. Indicate your role in the intervention as: (O) observed, (A) assisted, or (L) led.
<input type="checkbox"/>	Management of client involvement	
<input type="checkbox"/>	Education of family/relevant others	
Other tasks:		

Assessment, Evaluation, and Documentation

<input type="checkbox"/>	Review pertinent background information on client	Other tasks:
<input type="checkbox"/>	Client interview (enter # of each) # observed; # assisted, # independent	
<input type="checkbox"/>	Assessment process (enter # of each) # observed; # assisted, # independent	
<input type="checkbox"/>	Analyze and interpret assessment information	
<input type="checkbox"/>	Report assessment results to treatment team.	
<input type="checkbox"/>	Document client intervention outcomes/progress	
<input type="checkbox"/>	Participate in program evaluation process (i.e., QA)	

Professional Development (Working with professionals, outreach, advocacy, management)

<input type="checkbox"/>	Coordinate and convey information with other disciplines	Other tasks:
<input type="checkbox"/>	Knowledge of standards and regulations	
<input type="checkbox"/>	Maintain equipment and supply inventory	
<input type="checkbox"/>	Provide support and education to the person served and relevant others	
<input type="checkbox"/>	Promotion through marketing and public relations activities	
<input type="checkbox"/>	Expand professional competence	
<input type="checkbox"/>	Participate in inservice training and staff development programs	

II. Self-Critique

PERSONAL STRENGTHS THIS WEEK

AREAS FOR IMPROVEMENT