



VENA Self Assessment Counseling Checklist

Rate yourself on a scale of 1 to 5 on how well each skill was performed.

1= Needs significant practice 5= Excellent, keep up the great work!

	1	2	3	4	5	Comments
Establishing Rapport						
Attempted establishing rapport with participant (including but not limited to introducing self, smiling, making eye contact, using respectful language)						
Completing Assessment Forms						
Reviewed participant's history, asked probing questions to clarify responses						
Shared findings (Ht/Wt/Hgb) in a non-judgmental manner						
Identifying and Exploring Concerns						
Opened this part of session using one of the following: - following up on previous goal, if applicable - open-ended questions to identify concerns - agenda setting tools						
Explored participant's concerns using active listening, probing questions, affirmations						
Worked with participant to identify any problem behaviors and/or ideas for change						
Provided nutrition information that was accurate, tailored to the participant's concerns, and not overwhelming						
Setting Goal						
Summarized key points of the conversation						
Helped client set a goal that is specific and realistic for the family's lifestyle						
Documented goal(s) for follow up						
Closing on a Positive Note						
Restated participant's goal and check for understanding						
Reinforced existing positive behaviors and affirmed parents care giving skills						
Expressed appreciation for participant's time and/or was enthusiastic about next visit						
Additional Comments						