### Bi-Weekly Progress Report of: ______________________  Clinical Site: ______________________

**Technologists:** Please evaluate this student’s performance, using this scale: 5 (Excel)  3 (Average)  0 (Failing)

<table>
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<th>CRITERIA</th>
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| A **PATIENT CARE/APPLICATION OF KNOWLEDGE & PROGRESS**
  - Practices with safety & good quality patient care
  - Adapts to patients’ needs and conditions
  - Practicing skills with appropriate independence
  - Evidence of sound critical thinking |
| B **COMMUNICATION SKILLS**
  - Effective verbal and written communication
  - Understanding and execution of given directions |
| C **ETHICS/PROFESSIONALISM/TEAMWORK**
  - Professional demeanor with patients and others
  - Adheres to confidentiality & Shows good ethics
  - Motivation, enthusiasm, and perseverance
  - Active participation, flexibility |
| D **ORGANIZATION & QUANTITY OF WORK/EQUIPMENT**
  - Efficiency in planning and performance
  - Appropriate work pace and patient load
  - Appropriate radiographic positioning skills
  - Safe handling of all related equipment |
| E **IMAGE QUALITY & ANALYSIS**
  - Good quality images
  - Good critical thinking to recognize and correct errors in positioning and exposure factors
  - Learning from mistakes and makes efforts in avoiding them |
| F **COMPLIANCE/RELIABILITY**
  - Adherence to all policies relating to clinical education as described in handbooks
  - Consistent attendance and reliability
  - Compliance to protocols and given directions |
| G **RADIATION PROTECTION**
  - Parsimonious use of shielding and collimation
  - Practices ALARA to patients, others, and self |
| H **ADAPTABILITY/AFFECTIVE DOMAIN**
  - Adaptation to non-routine situations
  - Work efficiency and anticipating situational needs
  - Compassionate care and genuine valuing of others. |

**Technologist’s Comments:**

Signature: __________________________  Date: __________________________

**Student’s Comments:**

Signature: __________________________  Date: __________________________

**Students:** Keep the signed original for your records. Submit a copy upon request of your clinical instructor or college faculty.
Evaluation Criteria

A) PATIENT CARE / APPLICATION OF KNOWLEDGE & PROGRESS:
• Applies technical factors at appropriate level of training
• Demonstrates positioning skills at appropriate level of training
• Progresses to being more proactive in participation
• Progresses toward minimal supervision or indirect supervision
• Demonstrates increased confidence and independence
• Maintains patient modesty, comfort, confidentiality
• Shows empathy towards patients
• Properly handles patients with their IV and catheters
• Demonstrates good use of critical thinking in adapting for patient conditions and abilities
• Uses a safe approach in transferring patients (must be fully supervised during first semester of training)

B) COMMUNICATION
• Is understood during all interactions essential to clinical performance
• Is receptive to instruction and direction
• Reads and understands the requisition
• Demonstrates understanding of all communications during all interactions essential to clinical performance

C) ETHICS/TEAMWORK:
• Practices the ARRT ethics principles
• Remains alert and interested in the procedures - asks pertinent questions.
• Seeks for and offers help
• Remains proactive in exam performance
• Takes initiative to improvise in a given situation to obtain desired results.
• Demonstrates enthusiasm and interest in his/her clinical education
• Shows courtesy to coworkers and medical staff
• Projects professionalism under stress environment
• Contributes to a pleasant working environment
• Cooperates with technologists and demonstrates a team approach
• Adapts to new or changing situations and makes reasonable decisions

D) ORGANIZATION & QUANTITY OF WORK SKILLS & EQUIPMENT HANDLING:
• Maintains a neat, clean, and well-stocked work environment.
• Plans and organizes work efficiently - anticipates, makes sure all supplies needed for exam are set up before exam begins
• Demonstrates an organized and efficient work pattern during exams
• Work at a pace appropriate for level of training
• Shows competency and proficiency with positioning at appropriate level of training
• Uses safety precautions including keeping room furnishings and accessories properly placed and safely positioned
• Demonstrates careful manipulation of all equipment
• Use proper body mechanics

• Aligns tube and image receptor
• Practices precise positioning skills

E) IMAGE QUALITY & ANALYSIS:
• Marks images correctly according to department standards
• Produces quality images at appropriate level of training
• Identifies and corrects positioning errors at appropriate level of training
• Identifies and corrects technique errors at appropriate level of training
• Identifies anatomy seen on the images at appropriate level of training
• Recognizes causes of artifacts and their prevention at appropriate level of training
• Troubleshoots/analyzes sub-optimal images at appropriate level of training
• Verifies image quality with an R.T. prior to submission

F) COMPLIANCE / RELIABILITY
• Reports to clinical site in appropriate uniform and personal hygiene
• Wears neat and clean clothing under lab coat
• Wears identification badge, arm patch, and personnel monitoring device on his/her uniform at all times
• Demonstrates consistent reliability in attendance
• Is punctual in reporting to and preparing the room for patients at the start of shift
• Shows consistent compliance to program’s and the department’s policies
• Shows consistent adherence to the instructors’ suggestions or recommendations

G) RADIATION PROTECTION
• Closes all doors before any procedure
• Uses shielding on patients when possible
• Applies proper radiation protection for self and others
• Collimates to at least image receptor size
• Shows consideration of patient pregnancy status
• Keeps repeats to a minimum – (All repeats must be supervised by an R.T.)

H) ADAPTABILITY / AFFECTIVE DOMAIN:
• Adapts to non-routine environments
• Demonstrates good use of critical thinking in adapting for adverse conditions
• Shows sympathy to patients, family members, and others
• Responds and adapts to patients’ needs
• Demonstrates versatility of skills and the ability to handle a variety of situations
• Determines when an exam requires skill beyond his/her level of competence and asks for assistance when appropriate
• Shows considerate behavior and respectful interpersonal skills
• Acknowledges and values others' differences and similarities
• Behaves in a nonjudgmental and compassionate manner