

Standards Accountability Form (SAF)

Clinic 10: Peer Coaching

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Your name

.....
VOICE Coach's name

.....
Date SAF due to Coach

.....
Trainer's Name

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Rate Trainer 1-5 (5=Excellent) on: **Did all in 1-1 1/4 hrs.**

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Belief in VOICE & you

At Clinic: Check standards relevant to you. **By due date:** Answer items. **After:** Use for L&R Feedback

- Tell co-workers what you like that they do and say
- Say co-worker's positive impacts on PCs and the organization
- Remind co-workers of important standards to avoid problems
- Suggest ways for co-workers to meet common standards
- Remind co-workers of the positive impacts of standards
- Say twice as much praise as suggested changes to a co-worker
- Encourage patients to say what they like and what they want us to do
- Ask and thank for feedback from others

Score

1. Check each standard above that you've met in the past week. Highlight those you haven't but will.
2. Describe two occasions in the past two weeks in which you gave Like Feedback to a co-worker. Include what you said. Ask each person to initial this page next to your description. Attach any notes.

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3. Describe one occasion in the past two weeks in which you gave Remember Feedback to a co-worker. Include what you said. Ask the person to initial this page next to your description. Attach any notes.

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VOICE Coach: Score items 2 & 3 above as: 1= Poor, 2=Below Average, 3= Fair, 4= Good, 5=Excellent.

Overall SAF Score (add scores for items 2 & 3): (possible score of 10)

Like & Remember Feedback:

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Write "L" next to two standards you Like how the HP does. Write "R" next to one for the HP to Remember.

(Write additional feedback on the back or attached sheet)