



T U L S A

PUBLIC SCHOOLS

# TLE Observation Form

## Nurses

2014-2015

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Educator Name: _____	School Name _____		
Evaluator Name: _____			
	Obs. 1	Obs. 2	Obs. 3
Date			
Obs. Conf. Date			
Educator's Initials			
Observer's Initials			

#	<b>Domain Indicator</b>	Indicator No.	Observer's Coding: 3, +, -, N/A, or N/O.	<b>Dimension</b>
	<b>3 — Effective</b>		Obs. 1      Obs. 2      Obs. 3	
	<i>Rubric's description of professional proficiency at a 3-Effective level.</i>			
	<b>Note: The observation rating should reflect the evaluator's intentional study and analysis of the teacher's classroom performance and other factors that quantify the impact of the educator—up to, and including, the date of the classroom observation.</b>			
	<b>Comments:</b>			
	<i>Insert comments, dates, observation notes, evidence collected to date, etc.</i>			

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<b>1</b>	Domain: <b>Program Management</b>	Dimension: <b>Program Scheduling</b>		
	<b>Establishes a school health program within a goal-based program schedule.</b>			
	<b>3 — Effective</b>	Obs. 1	Obs. 2	Obs. 3
	Establish, maintain, and evaluate a comprehensive school health program with monthly goal-based program schedule.			
	<b>Comments:</b>			
	<i>Insert comments, dates, observation notes, evidence collected to date, etc.</i>			

<b>2</b>	Domain: <b>Program Management</b>	Dimension: <b>Collaboration</b>		
	<b>Collaboration is the fundamental key for the successful delivery of health services.</b>			
	<b>3 — Effective</b>	Obs. 1	Obs. 2	Obs. 3
	Effectively collaborate with members of the school community and stakeholders in the delivery of health services.			
	<b>Comments:</b>			
	<i>Insert comments, dates, observation notes, evidence collected to date, etc.</i>			

<b>3</b>	Domain: <b>Program Management</b>	Dimension: <b>Clinic Environment</b>		
<b>The Nurse optimizes the physical environment to assure efficacy / student health and safety advantages in alignment with best practices.</b>				
<b>3 — Effective</b>		<b>Obs. 1</b>	<b>Obs. 2</b>	<b>Obs. 3</b>
<p>Clinic is organized for providing health related opportunities, order, cleanliness, safety and ease of traffic flow.</p> <p>Physical resources are secured and used appropriately and readily available.</p>				
<b>Comments:</b>				
<i>Insert comments, dates, observation notes, evidence collected to date, etc.</i>				

<b>4</b>	Domain: <b>Program Management</b>	Dimension: <b>Discipline Focus</b>		
<b>The Nurse clearly defines expected student behavior.</b>				
<b>3 — Effective</b>		<b>Obs. 1</b>	<b>Obs. 2</b>	<b>Obs. 3</b>
<p>Maintain standards of school conduct and implements with consistency.</p> <p>Reiterate to ensure students are aware of behavioral expectations.</p> <p>Monitor the behavior of students during whole class, small group and health related activities.</p> <p>Stop inappropriate behavior promptly and consistently with an appropriate voice level/word choice and make referral to appropriate school authority.</p>				
<b>Comments:</b>				
<i>Insert comments, dates, observation notes, evidence collected to date, etc.</i>				

<b>5</b>	Domain: <b>Instructional Skills</b>	Dimension: <b>Educational Impact</b>		
<b>Aligns health education needs with a health education curricula and educational focus.</b>				
<b>3 — Effective</b>		<b>Obs. 1</b>	<b>Obs. 2</b>	<b>Obs. 3</b>
<p>Participate in the assessment of health education needs and assists in the design, development and evaluation of health curricula.</p> <p>Serve as a resource person regarding health education, materials and services.</p> <p>Participate in and evaluate health and safety education, using sound learning and developmental theories in the provision of formal health instruction in the classroom.</p>				
<b>Comments:</b>				
<i>Insert comments, dates, observation notes, evidence collected to date, etc.</i>				

<b>6</b>	Domain: <b>Professional Services</b>	Dimension: <b>Assessment</b>		
<b>The Nurse utilizes assessment patterns that are fairly administered and based on identified criteria.</b>				
<b>3 — Effective</b>		<b>Obs. 1</b>	<b>Obs. 2</b>	<b>Obs. 3</b>
<p>Records, formative and summative assessments, are recorded consistently based on district policy and or health care provider and are used to guide Individualized Health Plans (IHP) and health instruction.</p> <p>Provides adequate and timely feedback from assessment results for accomplishing health goals.</p>				
<b>Comments:</b>				
<i>Insert comments, dates, observation notes, evidence collected to date, etc.</i>				

<b>7</b>	Domain: <b>Professional Services</b>	Dimension: <b>Records</b>		
<b>Produce, maintain, supervise and appropriately delegate development of health records based on District and State standards.</b>				
<b>3 — Effective</b>		<b>Obs. 1</b>	<b>Obs. 2</b>	<b>Obs. 3</b>
<p>Produce, maintain, supervise and appropriately delegate development of health records based on district and State standards.</p> <p>Complies with reporting timeliness and other time sensitive information/compliance requests such as health plans, etc.</p>				
<b>Comments:</b>				
<i>Insert comments, dates, observation notes, evidence collected to date, etc.</i>				

<b>8</b>	Domain: <b>Professional Services</b>	Dimension: <b>Nursing Services</b>		
<b>Provides the spectrum of nursing services with consistency and efficacy.</b>				
<b>3 — Effective</b>		<b>Obs. 1</b>	<b>Obs. 2</b>	<b>Obs. 3</b>
<p>Consistently offers health screenings such as vision, hearing, scoliosis, dental, immunization compliance, with referral and follow up as appropriate.</p> <p>Consistently offers counseling for health related issues with referrals as appropriate.</p> <p>Consistently offers home visits as necessary to collect data, plan, implement or evaluate care.</p>				
<b>Comments:</b>				
<i>Insert comments, dates, observation notes, evidence collected to date, etc.</i>				

<b>9</b>	<b>Domain: Professional Growth and Continuous Improvement</b>			
	<b>Uses Professional Growth as a Continuous Improvement Strategy.</b>			
	<b>3 — Effective</b>	<b>Obs. 1</b>	<b>Obs. 2</b>	<b>Obs. 3</b>
Participates in the required minimum hours of professional development updating their content knowledge and current professional practices.				
<b>Comments:</b>				
<i>Insert comments, dates, observation notes, evidence collected to date, etc.</i>				

<b>10</b>	<b>Domain: Professional Growth and Continuous Improvement</b>			
	<b>Exhibits behaviors and efficiencies associated with professionalism.</b>			
	<b>3 — Effective</b>	<b>Obs. 1</b>	<b>Obs. 2</b>	<b>Obs. 3</b>
Exhibits consistent reliability-based behavior patterns as evidenced by punctuality and dependability; adhering to prescribed arrival and departure times; following notification and reporting procedures for absences.				
<b>Comments:</b>				
<i>Insert comments, dates, observation notes, evidence collected to date, etc.</i>				

<b>11</b>	<b>Domain: Interpersonal Skills</b>			
	<b>Effective interactions and communications with stakeholders.</b>			
	<b>3 — Effective</b>	<b>Obs. 1</b>	<b>Obs. 2</b>	<b>Obs. 3</b>
Interacts with families in a timely, consistent, positive and professional manner.				
Complies with school procedures for communicating with families and makes an effort to engage families in the health program.				
Uses effective communication skills with students. Demonstrates communication skills (oral, written and nonverbal) that are clear, considerate, positive and rarely requires further explanations.				
Collaborates appropriately and makes decisions that reflect genuine professional consideration.				
<b>Comments:</b>				
<i>Insert comments, dates, observation notes, evidence collected to date, etc.</i>				

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**Leadership**

**3 — Effective**

**Obs. 1**

**Obs. 2**

**Obs. 3**

Participate in school events when asked.  
Participate in school and district projects when asked.  
Finds ways to contribute to the profession and follow through.  
Assume a proactive role in addressing health needs.  
Seeks opportunities to work within the context of a particular team or department to ensure everyone receives a fair and equal opportunity to meet their health goals.

**Comments:**

*Insert comments, dates, observation notes, evidence collected to date, etc.*