# CO_1C_BLACK_SLDMI-EXT Billing Summary

|  |  |
| --- | --- |
| Consumer’s Name:  | Month/Year of Service:  |
| Employer: | Date Hired:  |
| Position: | Current Wage Per Hour: |
| Employment Specialist: | Total Hours Consumer Worked:  |
| % of Intervention: | Total Hours of Job Coaching: |
| **1****Unacceptable** | **2****Needs Improvement** | **3****Acceptable** | **4****Exceptional** |
| Fails to meet minimum standards/expectations | Meets minimum standards/expectations only some of the time | Meets minimum standards/expectations all of the time | Exceeds minimum standards/expectations |
| **Work Skills:** | **1** | **2** | **3** | **4** | **Job Functions Performed:** | **1** | **2** | **3** | **4** |
| Attendance/punctuality | [ ]  | [ ]  | [ ]  | [ ]  |  | [ ]  | [ ]  | [ ]  | [ ]  |
| Interaction with co-workers/public | [ ]  | [ ]  | [ ]  | [ ]  |  | [ ]  | [ ]  | [ ]  | [ ]  |
| Interaction with supervisor(s) | [ ]  | [ ]  | [ ]  | [ ]  |  | [ ]  | [ ]  | [ ]  | [ ]  |
| Following instructions | [ ]  | [ ]  | [ ]  | [ ]  |  | [ ]  | [ ]  | [ ]  | [ ]  |
| Ability to work independently | [ ]  | [ ]  | [ ]  | [ ]  |  | [ ]  | [ ]  | [ ]  | [ ]  |
| Complies with rules/regulations | [ ]  | [ ]  | [ ]  | [ ]  |  | [ ]  | [ ]  | [ ]  | [ ]  |
| Knowledge of work | [ ]  | [ ]  | [ ]  | [ ]  |  | [ ]  | [ ]  | [ ]  | [ ]  |
| Acceptance of criticism | [ ]  | [ ]  | [ ]  | [ ]  |  | [ ]  | [ ]  | [ ]  | [ ]  |
| Attitude toward job | [ ]  | [ ]  | [ ]  | [ ]  |  | [ ]  | [ ]  | [ ]  | [ ]  |
| Work ethic | [ ]  | [ ]  | [ ]  | [ ]  |  | [ ]  | [ ]  | [ ]  | [ ]  |
| Quality of work | [ ]  | [ ]  | [ ]  | [ ]  |  | [ ]  | [ ]  | [ ]  | [ ]  |
| Quantity of work | [ ]  | [ ]  | [ ]  | [ ]  |  | [ ]  | [ ]  | [ ]  | [ ]  |
| Grooming/hygiene | [ ]  | [ ]  | [ ]  | [ ]  |  | [ ]  | [ ]  | [ ]  | [ ]  |
| Describe areas that continue to require training: |
| Describe areas showing improvement from the last report: |
| Recommendations/Comments: |
| Signature | Date |