

# Competency Assessment of PCOMS Skills (CAPS)

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Name: \_\_\_\_\_ Interaction Date: \_\_\_\_\_

Peer/Client's Initials/# \_\_\_\_\_ Recording # \_\_\_\_\_ Reviewed By: \_\_\_\_\_

**I. My Statements: First Few Words; add lines as needed**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

**II. My Global Ratings: Place a ✓ in one box in each row 1= Fundamental to 5 = High or Expert**

Introduction		Competency	1	2	3	4	5	
	1. My role and experience							
	2. Collaborative monitoring							
	3. Peer's voice: ideas, goals, methods & resources							
ORS	4. Outcome Rating Scale (ORS)							
S/RRS	5. Session or Relationship Rating Scale (S/RRS)							
GSRS	6. Group Session Rating Scale (GSRS)							
	7. SCORE Board							
	8. Overall							
Introduction Subtotal								
Integrating and Tailoring Services		Competency	1	2	3	4	5	
	9. Overall							
ORS	10. Clinical cutoff and relevance to peer							
	11. Connecting described experience and score							
	12. Reason(s) for seeking services and score							
	13. Allowing/encouraging mark changes							
	14. Managing positive change and promoting self-efficacy							
	15. Managing negative or no change							
S/RRS	16. Clinical cutoff and relevance to peer							
	17. Soliciting details to improve next session							
GSRS	18. Clinical cutoff and relevance to peer							
	19. Soliciting details to improve next session							
Integration and Tailoring Services Subtotal								



### III. Relationship Enhancement Skills (OARSI)

Put statement numbers from I. in the Occurrences column to categorize each of your statements

Skill	Parameters	Occurrences	Total
<b>Information giving</b>	Introduces self/services/tools, Request permission to share information as potential options, Share how <u>you</u> feel and what <u>you</u> need; Respond with a 3 <sup>rd</sup> person answer: “Many people I’ve worked with found...”		
<b>Questions</b>	<i>Open-ended:</i> First listen from the position of not knowing with curiosity, imagination, intuition, and wonder then ask; Who, What, When, Where, How or Why		
	<i>Closed:</i> Produces a short, direct or concise answer or acknowledgement		
<b>Affirmations/ Validations</b>	Builds feelings of empowerment and self-efficacy; Highlights personal strengths or recovery capital - social, physical, human & cultural capital; Based on observed or inferred positive characteristics or behaviors		
<b>Reflections/ Paraphrases</b>	Parameters	Occurrences	Total
Simple	Reflects the emotions or paraphrases the cognitive content; Communicates attention and interest; Stays “within an inch” of the other person’s perspective-frame of reference; May use the others’ exact words or phrases;		
Complex	Goes beyond what the other person has said; may not include the same words; inferring greater meaning; moves the conversation forward		
Amplified	Overstates or understates an absolute statement to determine if this is an accurate stance; Backed the other person away from the previous statement; Avoided sarcasm due to angry, argumentative, or distrustful responses		
Double-sided	Highlights both sides of an ambivalent statement about the immediate past, or as stated earlier, or in prior conversation; Avoided using ‘but’; Ended with desired side		
Metaphor	Moves beyond stated content to provide a new framework or model for understanding what was said; The metaphor was recognized/familiar to the other person; May introduce an organizing scheme for new information/observations		
<b>Summaries</b>	Succinctly organized what was said or transpired; Highlighted change talk: Desire, Ability, Reason, Need; Commitment, Action, Reflection, Feedback; Contrasted ambivalence stated in the moment or previously; Moved to next topic; Ended the interaction		

Uncategorized Statement #s: \_\_\_\_\_

