

# Field Mentoring Preparation Worksheet 實地探訪督導—事前預備工作紙

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Source: Rapp & Goscha (2012); translation was jointly completed by Baptist Oi Kwan Social Service, Caritas Rehabilitation Services, Tung Wah Group of Hospitals, and Dept of Social Work & Social Administration (HKU)

Worker's name 工作人員姓名	Client's initials 案主簡稱
<p><b>1. What specific skill or method would you like to learn?</b> (e.g., I want to learn how to use the Strengths Assessment to identify goals that are meaningful or important to the person, I want to learn how to use the Recovery Goal Worksheet to break down goals into measurable steps, I want to learn how to help a client process decisional uncertainty about pursuing a particular goal) 你想在督導中學習什麼技巧或方法? (e.g., 我想學習如何使用優勢評估來確定對案主有意義或重要的目標; 我想學習如何使用個人充權計劃把目標分拆為小步驟; 我想學習如何幫助案主處理追求目標中的猶豫不決)</p>	
<p><b>2. Are there any clients with whom you would like to practice this skill or method? What setting would work best for the field mentoring session (i.e., in the client's home, in the office, out in the community)?</b></p> <ul style="list-style-type: none"><li>● 案主資料: 哪位案主你是想和他/她一起練習這些技巧或方法? 簡要說明。</li><li>● 環境舉行: 哪個環境是最適合實地探訪督導 i.e., 案主家中、辦公室、社區?</li></ul>	
<p><b>3. What role would you like your supervisor to play in the field mentoring session?</b> 你希望督導員在這次實地探訪督導中扮演什麼角色?</p> <ul style="list-style-type: none"><li><input type="checkbox"/> I would like my supervisor to <u>model</u> the skill and then discuss afterward. 我希望督導員可以示範這技巧, 然後再進行討論。</li><li><input type="checkbox"/> I would like my supervisor to <u>role play</u> a situation with me so I can practice the skill or observe the skill being used with the client. 我希望督導員與我進行角色扮演, 以便我可以練習或觀察在接觸案主時如何運用這技巧。</li><li><input type="checkbox"/> I would like my supervisor to <u>observe me practicing the skills</u> with the client and then discuss afterward. 我希望督導員觀察我在接觸案主時練習這技巧, 然後再討論。</li><li><input type="checkbox"/> I would like to <u>take the lead role</u> in practicing the skill with the client, but would like my supervisor to prompt me to use a skill if needed. 我希望自己主導接觸案主時使用這技巧的練習過程, 但想督導員在過程中適時指導或作出提示。</li><li><input type="checkbox"/> Other role (please describe): 其他角色 (請描述): _____</li></ul>	
<p><b>4. How would this client benefit from the field mentoring session? (Describe a tangible benefit that would be meaningful or important to the client for participating with you in the field mentoring session)</b> 這位案主如何從實地探訪督導中受益? (請描述如果案主和你一起參與這督導, 他/她的實際得著...)</p>	