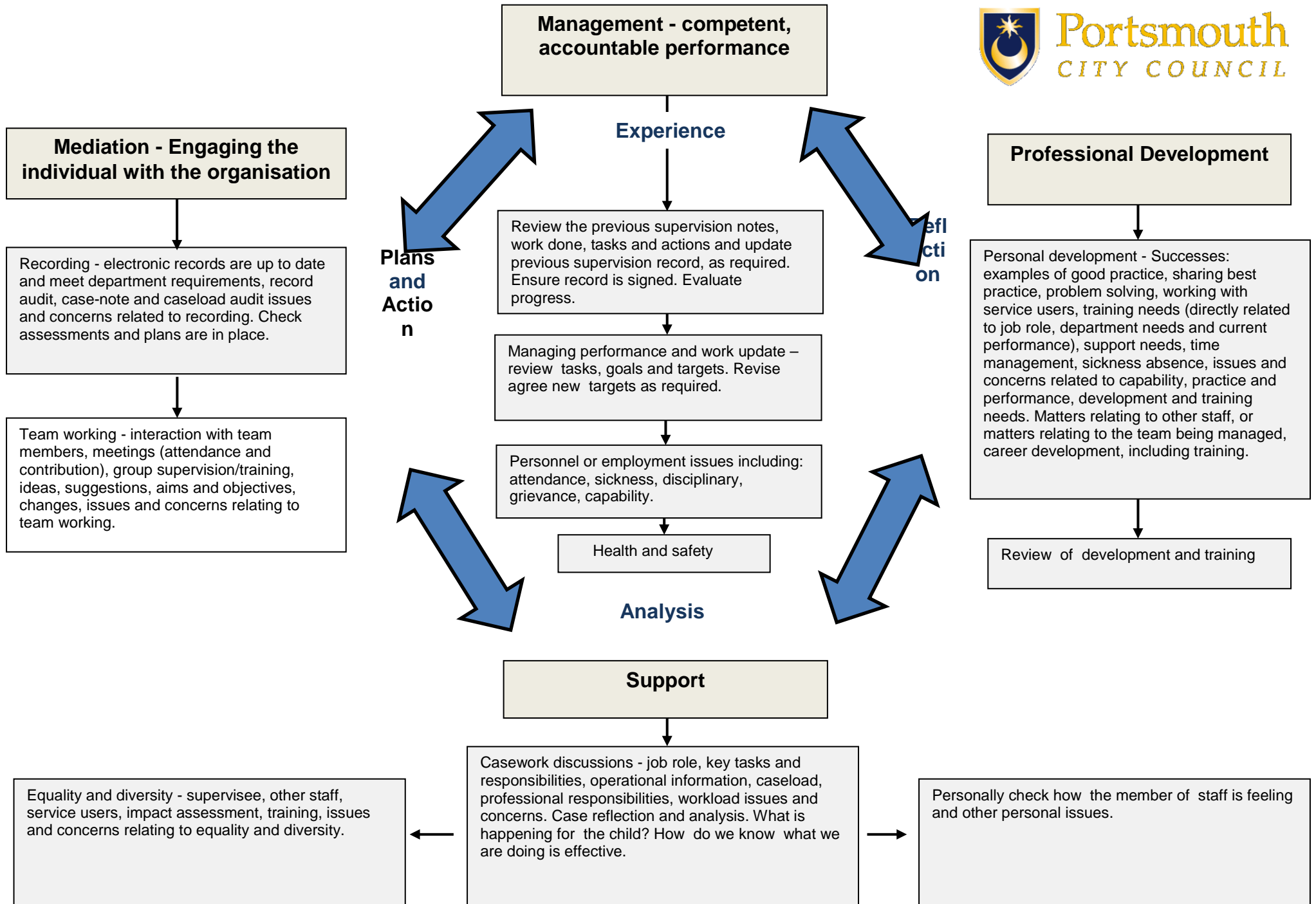


Supervision Checklist



For some supervisees, particularly, managers the following may also be relevant areas for discussion:

- Corporate and Departmental strategic plans
- Business and Team Plans
- Budget/Finance (if relevant)
- Team Performance including local and national indicators
- Cases – recordings to be on a separate form and placed on service users electronic case file and supervision file
- Staffing issues
- Complaints and investigations
- Recruitment
- Staff performance and appraisals
- Agree/setting targets and timescales for completion of work
- Monitoring work performance
- Individual and team morale and motivation
- Discussion re-project or task groups
- Stakeholders and partnership issues