



**University of Maryland, Baltimore County
Baccalaureate Social Work Program**

Process Recording Form


Date:


Student's Name:


Client's Name:

(do not use client's real name – use initials or a pseudonym)




Number of times you have seen this client:

1. Identifying information:  Please make sure to include: age, gender, sexual orientation, ethnicity, current living situation, education, family background and status, employment history, socioeconomic status, and current situation. Do not include any issues or concerns (4-5 sentences).

2. Presenting problem(s):  Why is the client coming to the agency? What are the issues/challenges? What services, needs are being requested and/or provided? (4-5 sentences).

3. Purpose of the interview:  Provide at least 2 sentences regarding the reason for the client meeting.

*Note: students- type worker (you) and client content in spaces provided. Click the icons to open text editing windows. **You must complete fifty percent (50%) or more of all columns below.***

	Interview Content	Behaviors/Skills Used	Student's Feelings/Reactions	Student's Analysis	Field Instructor's Comments
w					
c					

 *Click to add content rows*

Plan for next interview with client:



What part did client play (if any) in planning the next session?



Student's overall reflection of the process recording (please address the strengths and weaknesses of the interview):



Field instructor overall feedback on interview:



Student Signature:

Field Instructor Signature:

Faculty Field Liaison Signature: Note: You must click on the SAVE button to save any information entered or changed on this page before closing or printing the page, or your information will be lost.