



## SITE TEAM CHAIR EVALUATION OF TEAM MEMBERS

Please Complete a Form for Each Team Member (and Observer, if applicable)

**Name of Team Member:** \_\_\_\_\_

**College Visited:** \_\_\_\_\_

**Dates of Visit:** \_\_\_\_\_

**Rate team member characteristic and performance using the following values:**

**5 = Excellent      4 = Good      3 = Satisfactory      2 = Fair      1 = Poor**

**(If 1 or 2 rating, site team chair must provide an explanation on page 3)**

1. Knowledge of the Self-Study report and materials 5 4 3 2 1

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2. Knowledge of the CCE *Standards* 5 4 3 2 1

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3. Professional knowledge of the assigned area 5 4 3 2 1

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4. Ability to communicate with team members and DCP personnel 5 4 3 2 1

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5. Prompt for all scheduled team meetings 5 4 3 2 1

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6. Demonstrated teamwork 5 4 3 2 1

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7. Performance as an objective, impartial and fair evaluator - free of personal bias 5 4 3 2 1

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8. Interaction with DCP personnel 5 4 3 2 1

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9. Demonstrated effective time management skills 5 4 3 2 1

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10. Contribution to evaluation of assigned area and to team evaluation of DCP 5 4 3 2 1

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11. Demonstrated effective organizational skills 5 4 3 2 1

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12. Demonstrated effective report writing 5 4 3 2 1

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13. Submitted all reporting requirements on schedule 5 4 3 2 1

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14. Acted, at all times, with professional demeanor 5 4 3 2 1

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15. Overall performance as a team member 5 4 3 2 1

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**Additional Comments:**

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Name of Team Member: \_\_\_\_\_

**Item # Comments**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

***Final recommendation of this team member is:***

- \_\_\_\_\_ **NOT** recommended for further service (Comments required above)
- \_\_\_\_\_ Recommended for further service as team member
- \_\_\_\_\_ Recommended for further service as site team chair

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Site Team Chair \_\_\_\_\_ Date \_\_\_\_\_

Please return the completed form **AS SOON AS POSSIBLE** to:

S. Ray Bennett, Director of Accreditation Services  
 Council on Chiropractic Education  
 8049 North 85<sup>th</sup> Way  
 Scottsdale, Arizona 85258-4321  
 Tel: 480-443-8877 Toll: 888-443-3506  
 Email: bennett@cce-usa.org  
**Fax (480) 483-7333**