Mendocino College
AOD 164-165: Field Placement and Practicum
Core Function Log

NAME: _____

(Check the function for which you are recording hours on this log):

❑ Screening	❑ Orientation	❑ Case Management
❑ Intake	❑ Group Counseling	❑ Individual Counseling
❑ Assessment	❑ Client Education	❑ Reports and Record Keeping
❑ Referral	❑ Consultation	❑ Treatment Planning
❑ Crisis Intervention		

Each time you perform this core function, enter the date and check ONE of the three columns ("Student Observed Staff"; "Staff Observed Student"; "Student Solo." *Student Solo* means you performed this function without direct supervision). Then enter the number of hours spent performing that function on that date; have your supervisor initial in the far right column.

Date	Student Observed Staff	Staff Observed Student	Student Solo	HOURS	Supervisor Initials
	√	√	√		
TOTAL HOURS: (20 hours minimum for both semester; group and individual counseling = minimum 10 hours each for both semesters)					

_____ _____

Site Supervisor Signature Date

(To be signed when form is filled out or core function is completed)