

PROCESS RECORDING FORM: MICRO FORMAT

Student's Name:

Date of Interview:

I. INTRODUCTION: *Briefly describe here:*

A. Client System:

1. Describe the client including age, gender, residence, education, occupation/school year, family composition, social support system and other pertinent data. (To maintain confidentiality, do not use full name)
2. What brought this client to the agency/program? Further amplify this statement by identifying the specific problems in social functioning that your agency/program will attempt to improve or alleviate

B. Interview:

1. What number interview is this one?
2. What is the specific purpose of this interview? How does it build upon your last interview and build toward future interviews?

C. Observation: *(no judgments)*

1. Describe the setting.
2. Describe client (s).
3. Describe yourself - how you are feeling as the interview begins.

II: THE PROCESS RECORDING (Write your *Process Recording* duplicating the columns below and completing the information as indicated)

<i>Field Instructor's Comments</i>	<i>Analysis of Client and Process of Interview</i>	<i>Content Dialogue</i>	<i>Gut Level Feelings and Emotional Reactions</i>

III. CONCLUSION: *In a brief paragraph describe:*

- A. As a result of this interview, how has your understanding of this client and their problem in social functioning changed?

- B. Evaluate your work by 1) analyzing the strengths and weaknesses of your analysis column; 2) evaluate your ability to follow the content and process of the interview; and 3) identify a gut feeling or emotional reaction **you** had which surprised you.

- C. What preparation work is needed before your next interview with this client?