Checklist: CBT Basic Foundations

Supervisor-administered fidelity observation tool for evidence-based practice quality assurance.

STRUCTURAL ADHERENCE · SKILL EXECUTION · RELATIONAL COMPETENCE

EMPLOYEE	SUPERVISOR	DATE OBSERVED	SCORE
_____	_____	_____	_____ / 100%

I Structural Adherence
"The Bones of the Session"

Measure: Did the session follow the evidence-based framework?

- ☐ **Agenda Setting**
  Did the practitioner and client collaboratively agree on topics within the first 5 minutes?
- ☐ **HomeworkReview**
  Was the previous 'Between-Session Task' reviewed and integrated into today's session?
- ☐ **Pacing / TimeManagement**
  Did the practitioner move the session through the agenda without rushing or getting stalled?
- ☐ **Summary & Feedback**
  Did the practitioner ask the client: 'What is your main takeaway from today?'

II Skill Execution
"The Work"

Measure: Did the practitioner move beyond 'talk therapy' into 'skill building'?

- ☐ **Behavioral Rehearsal**
  Did the practitioner lead a 'Role Play' or 'In-Session Practice' of the new skill?
- ☐ **Guided Discovery**
  Did the practitioner use Socratic questioning rather than simply giving advice?
- ☐ **Cognitive Restructuring**
  Was at least one 'Automatic Thought' identified and challenged during the session?

III Relational Competence
"The Heart"

Measure: Was the 'Therapeutic Alliance' maintained during the intervention?

- ☐ **Collaboration**
  Did the session feel like a partnership rather than a lecture?
- ☐ **Empathy / Validation**
  Did the practitioner acknowledge the client's struggle before moving to the 'fix'?

The "Gap Analysis" Scoring

Supervisor — record outcome below each tier

HIGH FIDELITY	MODERATE FIDELITY	LOW FIDELITY
90% – 100%	70% – 89%	< 70%
Service meets institutional standards. Professional is eligible for the Mastery Badge.	**Identified Gap: [Specify below].** Remediation: Assign Module _ in the EBP University.	**Critical Drift detected.** Action: Immediate 1-on-1 supervision required.
Notes: _____	Notes: _____	Notes: _____