

Family Law Education Reform Project

Hofstra FLS Supervisor Evaluation Form (Divorce)

OVERVIEW

This document is an evaluation form to be completed by the supervisor during the skill exercise.

EXPLANATION AND COMMENTS

Supervisors should be given this evaluation so that they may become familiar with its contents prior to the skills exercise. One evaluation should be completed per student who takes part in the evaluation. The completed evaluations may be given to student, used for grading purposes, or both.

ABOUT THE AUTHOR

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Professor Schepard is the Chair of the Family Law Education Reform Project co-sponsored by Hofstra Law School and the Association of Family and Conciliation Courts. He is an attorney member of the Judicial Conference of the State of New York. Professor Schepard is also Program Director for the National Institute of Trial Advocacy's course in Modern Divorce Advocacy and has served as Program Director for NITA's Child Advocacy, Deposition and Trial Advocacy courses.

Professor DiFonzo has had a wide-ranging two decades of law practice before becoming a full-time professor, including stints as a federal prosecutor and as a litigator in the areas of family law, criminal defense, negligence, and professional malpractice. In all, he conducted over 30 jury trials and several dozen appeals. He has taught at Hofstra since 1995. From 1995-2003, he served as Director of the Criminal Justice Clinic. From 2005-2008, he served as Director of the LL.M. Program in Family Law.

Family Law with Skills
Hofstra University School of Law
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SKILLS EXERCISE - CLIENT INTERVIEW

Supervisor Evaluation

Evaluator: _____

Student Client: _____

Student Attorney: _____

I. PORTRAYAL OF CLIENT

Appeared to be well prepared as client

unsatisfactory	satisfactory	excellent		

Carried out role

unsatisfactory	satisfactory	excellent		

Provided constructive criticism

unsatisfactory	satisfactory	excellent		

II. CLIENT INTERVIEW SESSION

Introductions:

- Appropriate welcoming talk
- Clear statement of agenda
- Clear explanation of retainer, fees and consultation
- Clear explanation of attorney/client privilege & confidentiality

unsatisfactory	satisfactory	excellent		

Building Trust through Competent Communication:

- Spoke clearly, openly, and accurately
- Listened well
- Signaled competence, empathy, and safety

unsatisfactory	satisfactory	excellent		

Obtaining information:

- Sought and obtained specific background facts
- Used an effective mix of open- and closed-ended questions
- Used neutral and directive prompts appropriately

unsatisfactory	satisfactory	excellent		

- Probed for additional detail and information when necessary
- Waited patiently for client's responses and kept an open mind
- Did not interrupt client
- Practiced active listening and clarified any unclear statements
- Verified facts
- Effectively managed any obstacles

Eliciting Direction:

- Explored immediate and overarching goals
- Discussed process preferences
- Obtained explicit directions
- Prioritized client's needs and interests

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unsatisfactory satisfactory excellent

Professionalism:

- Confident
- Respectful
- Articulate
- Attentive
- Competent
- Compassionate
- Prepared
- Organized
- Proper attire

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unsatisfactory satisfactory excellent

Additional Comments: