

OTLB DOCUMENTATION OF MENTORSHIP

NAME OF MENTEE: _____

NAME OF MENTOR: _____

Mentoring Objectives (To be developed in conjunction with Mentee, written in a format that is outcomes based):

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

Plan of Instruction (in addition to hands on, readings, reports presentations for Mentee)

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

DATES AND TIMES RECORDS

DATE	TIME	ACTIVITY

EVALUATION OF MENTEE

BY MENTOR (Include attainment of skills and level of proficiency. Verbalizes VS demonstrates skills can use the self assessment tool and scale):

**EVALUATION OF MENTOR
BY MENTEE:**

**MENTOR REVIEW AND IMPROVEMENT PLAN
FOR FUTURE MENTORSHIPS:**