

# Candidate Evaluation Form (Template)

<b>Candidate Name:</b>		<b>Interview Date:</b>	
<b>Interviewer:</b>		<b>Interview Start Time:</b>	
<b>Position Title:</b>		<b>Interview End Time:</b>	
<b>Desired Salary:</b>			
<b>Available Start Date:</b>			

<p style="text-align: center;"><b>Rating Scale for Responses</b></p> <ol style="list-style-type: none"> <li>1. No answer</li> <li>2. Does not meet expectations</li> <li>3. Meets expectations</li> <li>4. Exceeds expectations</li> <li>5. Outstanding</li> </ol> <p><b>Candidate's Total Score:</b> _____</p>	<p style="text-align: center;"><b>Interviewer Recommendation</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Hire</li> <li><input type="checkbox"/> Needs additional interview</li> <li><input type="checkbox"/> Possible fit for a different position</li> <li><input type="checkbox"/> Do not hire but keep on file</li> <li><input type="checkbox"/> Do not hire</li> </ul> <p><b>Comments:</b> _____ _____</p>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Question	Rating	Notes
1. Provide an example of a situation where you had to make a decision under pressure and time was limited. What happened?		
2. Describe a time you showed initiative to make improvements in a nursing unit. How was your idea received?		
3. Give an example of a time you prevented a small problem from becoming a major issue. What was the outcome?		

4. Give an example of a time you advocated for patient safety despite differing opinions. What happened?		
5. Describe a time when you had to solve a problem with very little guidance.		
6. What would you do in a situation where you had two critically ill patients who needed immediate attention at the same time?		
7. How have you demonstrated leadership in previous roles?		
<b>Additional Questions</b>		