

# Candidate Evaluation Form

Candidate Name		Interviewer	
Position Title	<i>Charge Nurse</i>	Interview Date	
Desired Salary		Interview Start Time	
Available Start Date		Interview End Time	

Rating Scale Responses	Interviewer Recommendation
<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>Total Score: _____</p>	<p> <input type="checkbox"/> Hire  <input type="checkbox"/> Needs additional interview  <input type="checkbox"/> Possible fit for different position  <input type="checkbox"/> Do not hire but keep on file  <input type="checkbox"/> Do not hire                 </p> <p>Comments:</p>

Questions	Rating	Notes
How have your past experiences prepared you to become a charge nurse?		
Tell me about a time that you mentored another nurse.		
How do you prioritize tasks when the floor gets busy?		

Questions	Rating	Notes
You notice that a nurse is talking very negatively about her team members. What do you do?		
Describe your process for creating patient assignments.		
A patient on the floor becomes combative. What do you do to ensure everyone's safety?		
How do you engage your team in shared decision-making?		
<i>Additional Questions:</i>		