

EMPLOYEE COUNSELING FORM

Employee Name: _____

Employee Title: _____

Supervisor Name: _____

Supervisor Title: _____

Counseling Date: _____

Incident Date: _____

The reason for issuing this counseling is as follows: (Select all that apply):

☐ Absence/Tardiness

☐ Behavior/Teamwork

☐ Inappropriate Conduct

☐ Poor Performance

☐ Violence

☐ Inappropriate Dress

☐ Violation of Company Policy

☐ Harassment

☐ Substandard Work

☐ Sleeping on the Job

☐ Falsification of Documents/Records

☐ Other: _____

Action Taken:

☐ Verbal Warning

☐ Written Warning

☐ Suspension without Pay

☐ Termination

☐ Other: _____

Description of Incident:

Name of Witness(es) to the Incident:

Summary of Corrective Action Plan to be Taken:



Counselling Session Record Form

G Orfield



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Counselling Session Record Form Book Review: Unveiling the Magic of Language

In a digital era where connections and knowledge reign supreme, the enchanting power of language has become more apparent than ever. Its ability to stir emotions, provoke thought, and instigate transformation is really remarkable. This extraordinary book, aptly titled "**Counselling Session Record Form**," compiled by a highly acclaimed author, immerses readers in a captivating exploration of the significance of language and its profound effect on our existence. Throughout this critique, we shall delve into the book's central themes, evaluate its unique writing style, and assess its overall influence on its readership.

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