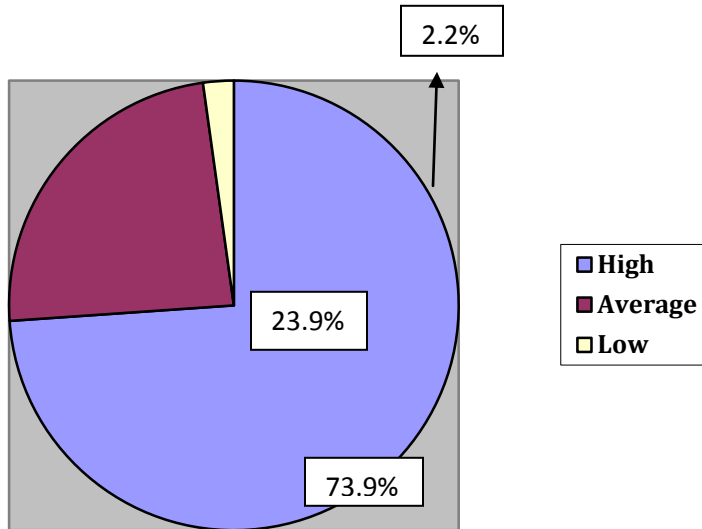


Appendix 2 Performance improvement plan flowchart.

Quality of Life Classification



Appendix 3 Quality of Life Inventory Levels of Satisfaction Results.

Appendix 4 Template for the gathering phase of the performance improvement plan intervention Instructions to administrative staff:

- i. Use this template in the Gathering Phase of the Quality of Life Support Plan.
- ii. It is your choice to see how you would like to administer this.
- iii. For the purposes of anonymity, respondents can respond through anonymous websites like SurveyMonkey.com.
- iv. Data can then be inputted into this Microsoft Excel template and analyzed through the “chart” option to obtain visual data for reports to personnel.

Questions Yes No

- My work environment is providing satisfaction. _____
- My home environment is providing satisfaction. _____
- I am satisfied with my cases. _____
- My work load is producing personal stress. _____
- I wish to obtain further individual supervision. _____

Appendix 5 Performance plan evaluation

For administrative staff only:

- i. Please answer each question anonymously.
- ii. Do not provide any identifying information such as your name, birth date, or gender.
- iii. Your responses will be treated with respect and confidentiality.

Levels of evaluation

Level One: The interventions provided in the Quality of Life Support Plan are worth implementing with staff.
YES NO

Level Two: The Quality of Life Support Plan contributes to my knowledge base. YES NO

Level Three: I will consider implementing the Quality of Life Support Plan. YES NO

Level Four: The Quality of Life Support Plan is effective for the workplace environment. YES NO

Appendix 6 Template for general pretest and posttest

The following inquiry is voluntary and will be considered for a possible future intervention via Victor A. Tejera of Barry University's doctoral HRD program.

Please respond to the items, should you be interested in doing so. The sole purpose of inquiry is research specific to work-life balance issues among mental health professionals.

- Work-life balance issues are important YES NO
- Participating in a intervention on work-life balance would be helpful YES NO
- I would participate in work-related activity specific to addressing my life surrounding my personal and professional life. YES NO

Comments:
