**PreETS Worksite Monitoring Form**

**Participant Name: Site Visit Date:**

**Training site: Supervisor Name:**

**Participant Questions:**

1. Do you have enough work to keep you busy?

2. What is the nature of work/training at this site?

3. What training is provided to you?

4. What are your lunch hours/breaks?

5. What are your scheduled work hours?

6. Are there enough tools and equipment for everybody?

7. Has your Trainer been knowledgeable and helpful?

**Supervisor Questions:**

1. What percent of the time do you supervise directly?

2. Does the training site keep accurate attendance records?

3. Have you received an orientation this program year?

5. Have you read the training site agreement and are you aware of the details?

6. What is your general impression of SkillSource services?

7. What aspects do you like?

8. How can we do a better job for you?

9. How can we do a better job for the participant?

**General Questions:**

1. Is site safe and sanitary?

2. What tools or equipment are used?

3. Are the minor work regulations posted or easily accessible?

4. Does the site understand and comply with them?

5. Is the site complying with training site agreements?