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| **PCBH Clinic Leadership Competency Assessment Tool** | |
| **Competency** | **Rating**  1=low  5=high |
| **Domain 1**: Support of New Clinical Practices | |
| 1. Accurately defines role of HIP. |  |
| 2. Develops and maintains schedule template of 30-minute visits for HIPs, with at least half designated as same-day. |  |
| Demonstrates understanding of a population-based care approach to BH problems and anticipates impact on clinic operations. |  |
| 4. Supports HIP access to information needed to understand population served at clinic. |  |
| 5. Works effectively to address scheduling and charting needs related to delivery of group medical visit services. |  |
| 6. Works effectively to address scheduling and charting related to classes and workshops provided by HIP. |  |
| 7. Promotes use of HIP clinical measures in practice evaluation reports. |  |
| **Domain 2**: Practice Management Skills | |
| 8. Assures optimal location of HIP in clinic (i.e., preferably in the team room with HIP use of exam rooms or consult rooms for patient visits). |  |
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| 9. Advocates for optimal staffing of HIPs. |  |
| 10. Supports huddles that involve all team  members, including HIPs. |  |
| 11. Identifies and addresses barriers to GP and RN use of HIP on a same-day basis. |  |
| 12. Identifies and addresses barriers to patient scheduling of future HIP appointments. |  |
| |  | | --- | | **Domain 3**: Consultation Skills | | 13. Develops Electronic Health Record flags for routine delivery of HIP services to targeted patient groups. |  | | | | | | 14. Assures HIP has the resources to research questions about evidence-based treatment and training to use resources well. |  | | | | | 15. Promotes collection and dissemination of data to team concerning HIP fidelity to consultation role. | | **Domain 4**: Documentation Skills |  | | 16. Adjusts EHR to support HIP documentation of screening tool and assessment results. | | 17. Adjusts EHR format for after visit summary to accommodate behaviour change plan provided to patients by HIP. |  | | | | | | | |  |  | | | | | | | | 18. Adjusts EHR to support care plans informed by HIP. | | 19. Makes changes to EHR to support referral of patients to groups, classes and workshops lead by HIP. |  | | | | | | | | 20. Works with EHR to facilitate development of registries supportive of HIP work. | | 21. Works with EHR to enhance team linkage with Emergency Departments and hospitals. |  | | | | | | |  | | 22. Works with EHR and staff to enhance communication between HIP and external specialty providers, supporting continuity in stepping up / down. | | **Domain 5**: Team Performance Skills |  | | | | | 23. Assists with HIP assignment to one or more GP patient panels. | | 24. Encourages GPs to provide standing orders for delivery of HIP services to targeted patient groups. |  | | | 25. Adjusts EHR to support PCBH pathway design and implementation. | | **Domain 6**: Administrative Skills |  | | | | 26. Has read a copy of PCBH program manual and appendix. | | 27. Knows and supports staff training from the HIP to optimize clinic response to patients presenting with urgent threats to safety. |  | | | | | | | | |