

Health Improvement Practitioner Core Competency Tool

Competency	Rating 1 = low 5 = high
Domain 1: Clinical Practice Skills	
1. Attends to entire clinic population.	
2. Participates in preventative care.	
3. Promotes small changes in a large number of patients.	
4. Participates in development and implementation of PCBH pathways.	
5. Describes services accurately to new patients.	
6. Understands the relationship of medical and psychological systems.	
7. Uses appropriate assessment tools.	
8. Clarifies referral problem with patient and GP.	
9. Limits assessment focus to one referral problem.	
10. Conducts brief life context interview.	
11. Conducts effective functional analysis of target problem.	
12. Combines information from life context and functional analysis interviews to create effective interventions.	
13. Offers patient a choice among interventions.	
14. Shows knowledge of best practice guidelines (use of interventions and workflows supported by evidence)	
15. Matches interventions to patient's strengths and deficits	
16. Uses self-management, home-based practice.	
17. Provides patient with written or printed copy of plan.	
18. Assesses patient confidence in behaviour change plan	
19. Demonstrates basic knowledge of medications	
20. Provides groups or classes for a variety of problems (sleep, stress, lifestyle).	
21. Provides group medical visits	
Domain 2: Practice Management Skills	
22. Uses 30-minute visits efficiently.	
23. Stays on time when conducting consecutive appointments	
24. Completes treatment episode when improvements noted and plan is clear.	
25. Uses continuity visits.	
26. Uses flexible patient contact strategies.	
27. Assists with high utilizers of medical care.	
28. Appropriately refers patients to groups and classes in PC.	
29. Works closely with Health Coach in addressing clinical needs of patients (outreach, classes, etc.).	
30. Provides PC case management strategies, in coordination with Health Coach.	
31. Coordinates care with DHBs, CADS, CSWs, schools, hospitals or other staff not co-located.	

32. Uses community resources, with support from CSWs and Health Coaches.	
33. Appropriately triages to community alcohol and drug services	
34. Effectively markets HIP services.	
Domain 3: Consultation Skills	
35. Focuses on and responds to referral question.	
36. Conducts effective curbside consultations.	
37. Describes interventions in transparent language to encourage PC team support.	
38. Focuses on recommendations that reduce GP/RN visits and workload.	
39. Tailors recommendations to work pace of PC.	
40. Provides presentations to GPs and other team members.	
41. Researches questions about BH interventions.	
42. Assertively follows up with GPs, when indicated.	
Domain 4: Documentation skills	
43. Writes clear, concise chart notes.	
44. Gets chart notes and feedback to GP/RN on same day basis.	
45. Chart notes are consistent with curbside conversation results.	
Domain 5: Team and Performance skills	
46. Understands and operates comfortably within PC culture.	
47. Understands team roles.	
48. Leaves information as to location and time of return, when away from station.	
49. Readily provides unscheduled services when needed.	
50. Provides exam room posters that help patients and PCMH team members recognize and address BH issues. Trained	
51. Available for on-demand consultations.	
Domain 6: Administrative Skills	
52. Understands relevant policies and procedures of the HIP service.	
53. Understands and applies risk management protocols.	
54. Routinely completes all billing activities.	

Trainer recommendation(s):

Trainer Signature:

Date: