

# Practice Facilitator Self-Assessment – Individualized Report

## Introduction & Overview

Thank you for completing the Practice Facilitator (PF) Self-Assessment. Self-reflection is an important practice for any professional seeking to refine or improve their skills. This self-assessment is one tool to assist you with this practice.

## Using your assessment results

Only you have received a copy of your self-assessment report. Consider the following:

- Use it to create your own self-development plan based on areas that require strengthening to fulfill your organization's priorities
- Share it with your supervisor to co-develop a professional development plan  
Share it with your PF colleagues to identify opportunities to help each other build knowledge, skills, and abilities

## PF Assessment Structure

The PF Self-Assessment was designed using a maturity model. In a maturity model the statements represent increasing levels of effectiveness. In general, individuals will pass through the levels in sequence as they become more capable. The 21 questions in this self-assessment represent the 21 Key Content Areas outlined in the Practice Facilitator Competencies document and are categorized into the four competency domains: Context of Primary Care, Patient's Medical Home in the Health Neighbourhood, Quality Improvement, and Modes of Influence.

## Interpreting this report

Each of the 21 questions on the self-assessment is assigned a score from 1-4 by the individual completing it. This report includes an overall score for the self-assessment (out of a total possible score of 84) and scores by domain.

The table in Appendix B provides a high level description of the maturity model levels for this assessment. These categories do not describe an individual PF, rather it describes the level of performance of the competency. Thus, an individual PF may perform at an emerging level on one competency and at an advanced level on another.

It is not expected that all PFs should aim to score a level four on each competency.

## Scoring Summary

Domain	Key Content Area	Raw Score	* Average Domain Score	** Maturity Score
<i>Context of Primary Care</i>				
	Primary care system	4	3.2	0.8
	Practice level	3		
	Primary Care Network level	4		
	Provincial level	2		
	Change agents	3		
<i>Patient's Medical Home in the Health Neighbourhood</i>				
	PMH process improvement	3	2.75	0.688
	Change package adoption and implementation	2		
	PMH evidence appraisal	4		
	System-Level Data, Policy, & Legislation Appraisal	2		
<i>Quality Improvement</i>				
	Data and measurement	2	2.833	0.708
	HQCA report	3		
	QI approaches and tools	2		
	Data sources and use	3		
	Sustain, spread, and scale principles	4		
	Spread and Scale Principles	3		
<i>Modes of Influence</i>				
	Engagement	3	2.429	0.607
	Change management	3		
	Project management	3		
	Facilitation	2		
	Training	2		
	Coaching	2		
	Team dynamics/functioning	2		
	<b>Total</b>	<b>58</b>		

\*Raw Scores are averaged to produce an Average Domain Score

\*\*The Maturity Score is the Average Domain Score divided by the total possible score per Domain

Legend		Maturity Index
Emerging	1	0-0.25
Core	2	0.26-0.5
Accomplished	3	0.52-0.75
Advanced	4	0.76-1.0

## Overall Score

Your overall score is the average of the 21 questions in the self-assessment.

Your Maturity Index Score is 0.69, '**Accomplished**'.



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## Domain Scores

The domain scores allow you to compare your own performance across the domains and can inform you on your relative strengths and weaknesses. Domain scores are calculated based on the maximum score for each domain. The subsequent graphs in this report provide further detail on your scores within each domain.

### Context of Primary Care

All of the competencies and skills within the three other domains are approached through the lens of primary care practice and landscape.

Your score in this domain is 0.8, '**Advanced**'.



### Patient's Medical Home in the Health Neighbourhood

This domain considers KSAs related to the implementation elements for the Patient's Medical Home as well as those needed for system integration activities (i.e., the Health Neighbourhood).

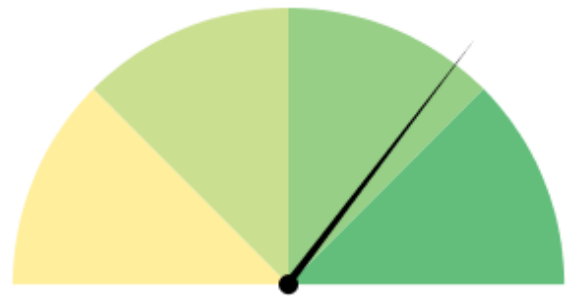
Your score in this domain is 0.688, '**Accomplished**'.



*Quality Improvement*

This domain includes quality improvement knowledge, skills, and abilities for application to supporting primary care practices with testing, implementing and spreading change.

Your score in this domain is 0.708, ' **Accomplished** '.



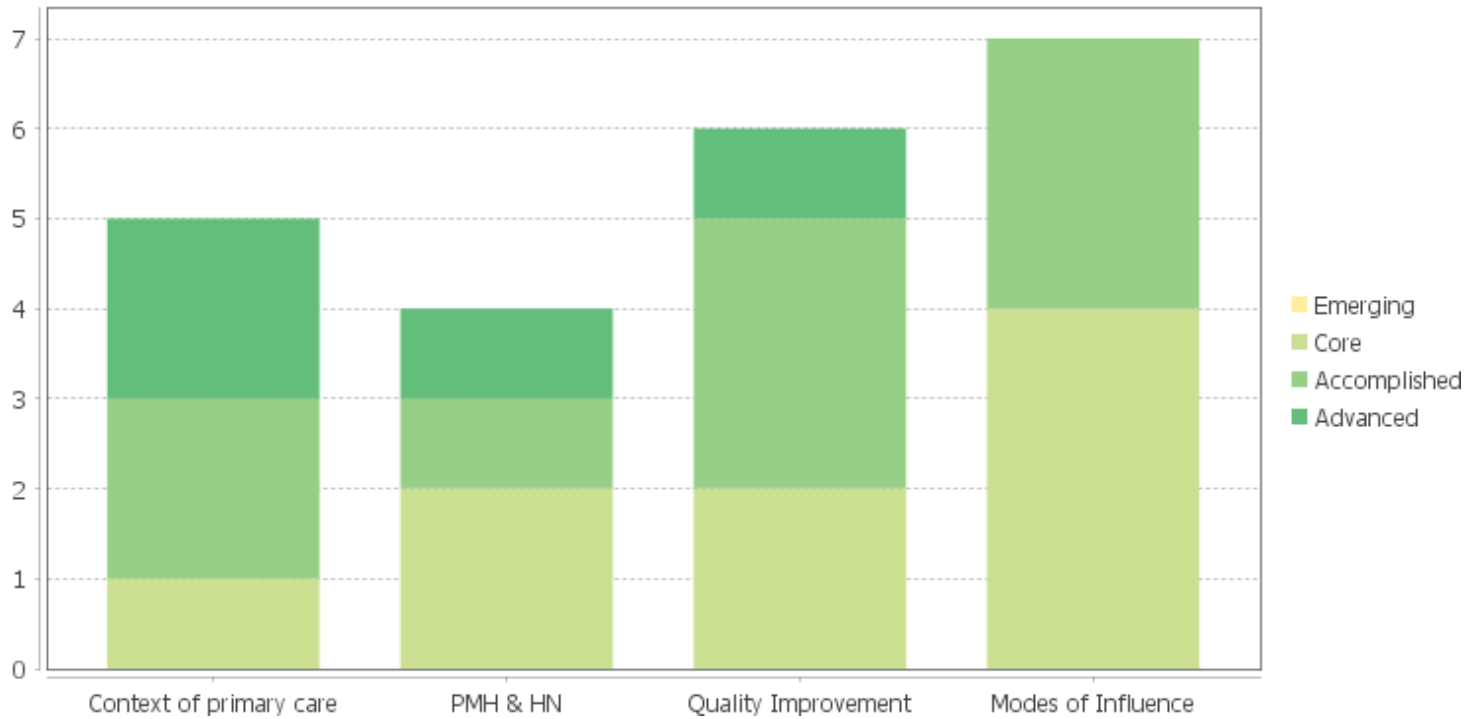
*Modes of Influence*

This domain includes the interaction and transactional skills PFs require to be successful in effecting the behaviour of others.

Your score in this domain is 0.607, ' **Accomplished** '.



**Self Assessment Scores per Domain**

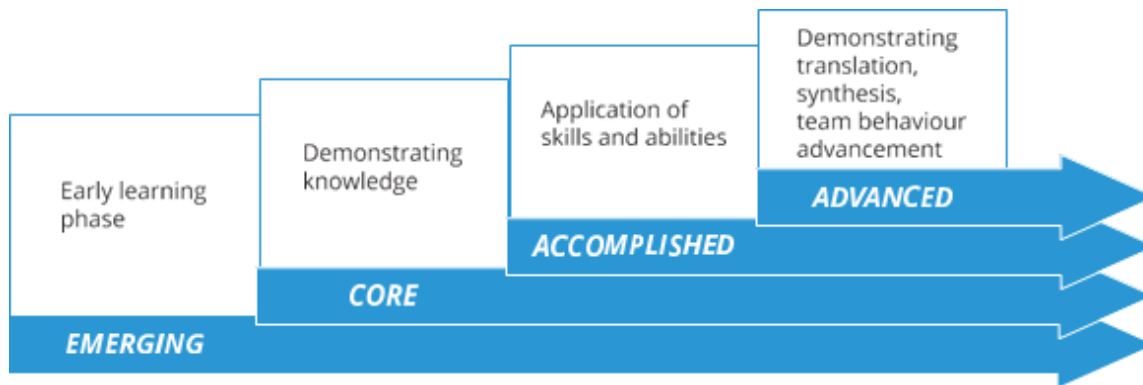


## Self-Reflection Questions

- Are there any self-assessment results that surprise me?
- How will you I use these results?
- How will upskilling in a particular area help me advance my practice facilitation career?
- Is there someone else on my team who compliments my skillset with their own unique set of strengths and skills? How can I coordinate with them to serve primary care practices?
- Did I make good use of available resources in the past year to assist my growth?
- Do I examine best practices for similar work?
- Is my work something for which I am proud – that I would proudly show to colleagues, or even to a national or international audience?

## Appendix A: Practice Facilitator Self-Assessment Design

The PF Self-Assessment is designed based on a maturity model with four (4) levels across four (4) competency domains. The questions are built to capture increasing levels of complexity in the PF's work. In general, the levels reflect the following.



Mettler T. Maturity assessment models: a design science research approach. International Journal of Society Systems Science (IJSSS). 2011 Nov 1;3(1/2):81-98.

## Appendix B: Practice Facilitator Skill Levels

Emerging (Level 1)	Core (Level 2)	Accomplished (Level 3)	Advanced (Level 4)
<ul style="list-style-type: none"> <li>This category describes limited familiarity with the specified concept, or some basic familiarity, but no direct experience with carrying out the specified competency.</li> <li>Emerging PFs may be experiencing a shift in their role in the practices they work with from being the "doer" to being the "trainer" or facilitator.</li> <li>Competencies falling within this category can be enhanced through attending Practice Facilitator Core Training or gaining didactic knowledge through self-study.</li> </ul>	<ul style="list-style-type: none"> <li>This category describes performance that meets the basic knowledge, skills, and abilities to carry out core PF functions.</li> <li>It entails a nuanced understanding of the concepts or tasks, and the ability to articulate it to others.</li> <li>The (ACTT) Practice Facilitator Core Training is designed to help PFs achieve Core (Level 1) across all competencies at 6 months post-training.</li> <li>Competencies falling within this category can be enhanced through further advanced training from the Institute for Healthcare Improvement (IHI) online learning modules and participation in the PF Network Community of Practice.</li> </ul>	<ul style="list-style-type: none"> <li>This category describes the ability to adapt approaches to the specific context or situation.</li> <li>It entails a thorough understanding of how change at the practice level is influenced and fits into the larger picture of primary care transformation.</li> <li>To achieve this level of competency, one will have worked with multiple practices, and multiple change packages</li> <li>PFs working at this level of competency are able to mentor emerging and core PFs.</li> <li>Competencies falling within this category can be enhanced through participation in provincial working groups, presenting their work to change agent peers, and/or training emerging PFs.</li> </ul>	<ul style="list-style-type: none"> <li>This category describes advancement from facilitator to coach, being able to help teams work through increasingly complex improvements toward PMH.</li> <li>There is a high level of synthesis of content in many of the competencies.</li> <li>Advanced PFs may be leading the development of emerging, core, and accomplished PFs</li> <li>In addition, the teams the advanced PF works with are emerging as improvement experts to drive change at the practice level.</li> <li>The advanced PF may be working beyond the clinic and advising on quality improvement at the PCN, zonal, or provincial tables.</li> <li>Competencies falling within this category can be enhanced through participation at PCN, zonal, and provincial level working groups; presenting their work at conferences, both provincial and international.</li> </ul>

Click the Download button below to download your answers and individualized report.

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