Quality Improvement Secretariat
Ministry of Health & Family Welfare
www.qis.gov.bd

Leadership/ Motivation/ Communication /Team approach : Self-Assessment

<u>Instruction:</u>
1. On the scale next to each statement, choose a rating that reflects how frequently it applies to you
2. Total your score for each domain, reflect upon your answers, then submit paper to course facilitator

	Often	Sometimes	Rarely
1. DEMONSTRATING PERSONAL QUALITIES			
Developing Self Awareness			
I reflect on how my own values and principles influence my behavior and impact on others	o	o	o
I seek feedback from others on my strengths and limitations and modify my behavior accordingly	o	o	o
Managing Yourself			
I remain calm and focused under pressure	o	o	o
I plan my workload and deliver on my commitments high standards demonstrating flexibility to service requirements	o	o	o
Continuing Personal Development			
I activety seek opportunities to learn and develop	o	o	o
I apply my learning to practical work	o	o	o
Acting with Integrity			
I act in an open, honest, and inclusive manner – respecting other people's culture, beliefs, and abilities	o	o	o
I speak out when I see that ethics or values are being compromised	o	o	o
TOTAL	o	o	o

	Often	Sometimes	Rarely
2. WORKING WITH OTHERS			
Developing Networks			
I identify opportunities where working collaboratively with others will bring added value to patient care	o	o	o
I share information and resources across networks	o	o	o
Building and Maintaining Relationships			
I communication clearly and effectively with of others	o	o	o
I listen to and take into account the needs and feeling of others	o	o	o
Encouraging Contribution			
I actively seek contributions and views from others	o	o	o
I am comfortable managing conflicts of interests or differences of opinion	o	o	o
Working within Teams			
I put myself forward to lead teams, whilst always ensuring I involve the right people at the right time	o	o	o
I acknowledge and appreciate the efforts of others within the team and respect the team's decision	o	o	o

	Often	Sometimes	Rarely
Managing Services			
I use feedback from patients, service users, and colleagues when developing plans	o	o	o
I assess the available options in terms of benefits and risks	o	o	o
Managing Resources			
I deliver safe and effective services within the allocated resource	o	o	o
I take action when resources are not being used efficiently & effectively	o	o	o
Managing People			
I support team members in developing their roles and responsibilities	o	o	o
I provide others with clear purpose and direction	o	o	o
Managing Performance			
I analyze information from a range of sources about performance	o	o	o
I take action to improve performance	o	o	o
Improving Services			
Ensuring Patient Safety			
I take action when I notice shortfalls in patient safety	o	o	o
I review practice to improve patient safety and minimize risk	o	o	o
Critically Evaluating			
I use feedback from patients, carers and service users to contribute to improvements in service delivery	o	o	o
I work with others to constructively evaluate our service	o	o	o
Encouraging improvement and innovation			
I put forward ideas to improve the quality of services	o	o	o
I encourage debate about new ideas with a wide range of people	o	o	o
Facilitating Transformation			
I articulate the need for change and its impact on people and services	o	o	o
I focus myself and motivate others to ensure change happens	o	o	o
TOTAL			

3. SETTING DIRECTION			
Identifying the Contexts for Change			
I identify the drivers of change (e.g. political, social, technical, economic, organizational,profession environment)	o	o	o
I anticipate future challenges that will create the need for change and communicate these to others	o	o	o
Applying Knowledge and Evidence			
I use date and information to suggest improvement to services	o	o	o
I influence others to use knowledge and evidence to achieve best practice	o	o	o
Making Decisions			
I consult with key people and groups when making decisions taking into account the values and priorities of the service	o	o	o
I actively engage in formal and informal decision-making processes about the future of services	o	o	o

Evaluating Impact			
I take responsibility for embedding new approaches into working practices	o	o	o
I evaluate the impact of changes on patients and service delivery	o	o	o
TOTAL			

4. CREATING THE VISION			
Developing the Vision for the Organization			
I actively engage with others (including patients and public) to determine the direction of the organization	o	o	o
I take into account the full range of factors that will impact upon the future of health and care service	o	o	o
Influencing the Vision of the Wider Healthcare System			
I look for opportunities to engage in debate about the future of healthcare	o	o	o
I Influence key decision makers who determine future government policy that impacts health system and its services	o	o	o
Communicating the Vision			
I communicate the vision with enthusiasm and clarity	o	o	o
Embodying the Vsion			
I show confidence, commitment and passion for the vision in my day to day actions	o	o	o
I challenge behaviors, symbols & rituals which are not consistent with the vision	o	o	o
TOTAL			

5. DELIVERING THE STRATEGY			
Framing the Strategy			
I draw on relevant thinking and best practice to inform strategy development	o	o	o
I use understanding of the history and culture of the organization to create a realistic strategy	o	o	o
Developing the Strategy			
I engage with a wide range of stakeholders when formulating strategic plans	o	o	o
I mitigate uncertainties and risks associated with strategic choices	o	o	o
Implementing the Strategy			
I ensure strategic plans are translated into workable operational plans	o	o	o
I establish clear accountabilities for delivery of all elements of the strategy	o	o	o
Embedding the Strategy			
I help others to overcome obstacles and challenges in delivery the strategy	o	o	o
I monitor progress of the strategic outcomes and make adjustments where necessary	o	o	o
TOTAL			