Competency Evaluations – Conducting Evaluations

Users with the Evaluation Interaction role can conduct competency evaluations for those they are assigned. This article will guide you through how to navigate and complete an evaluation.

Jan 27, 2023 Knowledge

What Are Competency Evaluations?

Competency Evaluations offer a digital solution to tracking observations or evaluations of a clinician by an observer. These evaluations contain a list of points of care that measure the knowledge, skills, and abilities needed for a specific practice setting.

The Evaluation Interaction Role

The Evaluation Interaction role allows you to conduct Competency Evaluations. Conducting an evaluation includes rating Learners on individual competencies, notating the verification method you used, and attesting to the results.

Evaluations can be conducted from a PC, or at the point of care using a tablet. Competency Evaluations are optimized for mobile environments.

My Assignments

All your assigned evaluations will be listed under My Assignments. These assignments are created by those with the Evaluation Management and/or the Evaluation Enrollment roles.

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OVERVIEW	My Assignments			ĺ	очением нате	My Assignments				Navigatio
SOLUTIONS				Q. Search	Assignments Assignments Centers & Centerson	Learner	Evaluation Title	Due Date (EDT)	Q. Search	n Help ~
Transiency /	Learner	Evaluation Title	Due Date (EDT)	% Complete	Course Library Tourneriset	Anderson, Josh pAnderson	Home Health Speech-Language Pathologist Competency	May 31, 2022, 11:50 PM		
Insights	Andrews, Amy amyandrews	Disable Clone Test - NY DSP Competency Checklist	Sep 30. 2022, 11:59 PM		T Rewards	Anderson, Monroe MAnderson	Home Health Speech Language Pathologist Competency	May 31, 2022, 11:59 PM	29%	
My Assignments	Cowell, Michael michaelcowell	Creating a Competency Evaluation	Sep 30, 2022, 11:59 PM	0%	FOU STUDIE	Swahl, Oscar OscSwahl	Home Health Speech-Language Pathologist Competency	Sep 30. 2022, 11:59 PM	0%	
Manage Decolments	Ellis. Matt mattellis	Creating a Competency Evaluation	Sep 30, 2022, 11:59 PM	0%	E Competency ^	Williams, Brenda BreiWilliams	Home Health Speech-Language Pathologist Competency	Sep 30, 2022, 11:59 PM	0%	
Manage Evaluations	Clark, Gregg	Disable Clone Test - NY DSP Competency Checklist	Oct 7, 2022, 11:59 PM	os	My Assignments	Barron, Xavler Xavdarron	Home Health Speech Language Pathologist Competency	Sep 30, 2022, 11:59 PM	0%	
MANAGE	Holland, Josh	Creating a Competency Evaluation	Oct 7, 2022, 11:59 PM	0%		jeffreys, Kyle Kyljeffreys	Home Health Speech-Language Pathologist Competency	Sep 30, 2022, 11:59 PM	0%	
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() нер	amyandrews Thurston, Nicki mickithurston	Creating a Competency Evaluation	Oct 17, 2022, 11:59 PM	0%				items per	page: 10 * 1 - 10 of 43 < < :	> >1

Competency Evaluations - Conducting Evaluations

Left: My Assignments as seen from the Administrator view. *Right:* My Assignments as seen from the Learner view.

Please Note: Only those with the Evaluation Interaction role will be able to access My Assignments.

The Search bar will help you find Learners by name or evaluation title. For example, if you want to see a list of assignments for the Home Health Speech-Language Pathologist Competency evaluation, you can search for "Speech-Language" as seen in the image below.

Assignments			
			Q Speech-Language
Learner	Evaluation Title	Due Date (EDT)	% Complete
Anderson, Josh JAnderson	Home Health Speech-Language Pathologist Competency	May 31, 2022, 11:59 PM	- 12%
Anderson, Monroe MAnderson	Home Health Speech-Language Pathologist Competency	May 31, 2022, 11:59 PM	29%
Swahl, Oscar <i>OscSwahl</i>	Home Health Speech-Language Pathologist Competency	Sep 30, 2022, 11:59 PM	0%
Williams, Brenda <i>BreWilliams</i>	Home Health Speech-Language Pathologist Competency	Sep 30, 2022, 11:59 PM	0%
Barron, Xavier <i>XavBarron</i>	Home Health Speech-Language Pathologist Competency	Sep 30, 2022, 11:59 PM	0%
Jeffreys, Kyle <i>KylJeffreys</i>	Home Health Speech-Language Pathologist Competency	Sep 30, 2022, 11:59 PM	0%
		Items pe	er page: 10 🔻 1 – 6 of 6 🛛 < < > 🔅

Completing Evaluations

2/23/23, 12:32 PM

To start an evaluation for a Learner, click on their name.

- Back to My Assignments		
Home Health Speech-Language Pathologist Competency		
Swahl, Oscar OscSwahl	Due Date: Sep 30, 20	22, 11:59 PM
Domain 1: Patient Management	0%	~
Domain 2: Clinical Reasoning	0%	~
Domain 3: Professionalism	0%	~
Domain 4: Communication	0%	~
Domain 5: Education	0%	~
Domain 6: Systems-Based Practice	0%	~
Domain 7: Knowledge for Specialty Practice	0%	~
Attestation		\rightarrow

This will bring up the Index in which you can view the full evaluation. Expand levels and click on the second level to view competency statements. Competency statements that can be rated have drop-down menus for verification methods and rating. The Verification Method is how you verify the rating of a competency statement. Verification Methods include:

- Chart Review
- Observations
- Skills Checklist
- Verbal Description
- None

The Rating is how well the Learner performed the point of care.

← Back to My Assignments

Dscar OscSwahl		Due Date: Sep 30, 2022, 1	1:59 F
Domain 1: Patient Management			
Topic A: Personal Safety			
Competency Statement 1: Effectively applies information regarding patients' current and past medical history and individual characteristics to maintain patient safety.	r Verification Method Chart Review Observation	Rating	•
Skill/Task a: Correctly dons and doffs personal protective equipment for standard, contact, droplet, airborne, and r	Skills Checklist		
Skill/Task b: Identifies safe positioning for patients with increased risk of position-related medical complications (e. precautions).	Verbal Description None	d intracranial pressure	
Skill/Task c: Correctly positions patients to prevent and/or combat pressure injury, contracture, and edema.			
Competency Statement 2: Demonstrates proper infection control methods.	Verification Method	Rating	•
Skill/Task a: Sanitizes all equipment according to OSHA guidelines.			
Skill/Task b: Performs hand hygiene.			
Competency Statement 3: Performs proper bag technique in accordance with the organization's policies.	Verification Method	Rating	•

An optional Comments field is available at the bottom of every second level in the evaluation for recording any notes on the Learner's performance.

Click Next to go to the next section of competency statements. Anytime you need to review the full evaluation, click "Back to Index" at the bottom of the page.

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2/23/23, 12:32 PM	Competency Evaluati	ons – Conducting Eva	aluations
← Back to My Assignments			Saved at 4:22:55 PM EDT 🔇
Home Health Speech-Languag Swahl, Oscar OscSwahl	ge Pathologist Competency		Due Date: Sep 30, 2022, 11:59 PM
Competency Statement 4: Demonstrate personal safe	s knowledge and understanding of situations that warrant follow-up for ty.	Verification Method	Rating <
Skill/Task a: Notifying adult protectiv	e services (APS)		
Skill/Task b: Notifying Social Services			
Skill/Task c: Engaging safety/law enfo	prcement		
Skill/Task d: Reporting environmenta	al concerns (e.g., unsafe home structure, lack of running water or electricity, e	etc.)	
Comments (Optional):			
			0 / 1000
	Back to Index		Next

When the Verification Method and Rating are filled in for all competency statements, you can complete the Attestation. Submitting the Attestation will mark the evaluation complete and will be removed from your My Assignments list.



The Learner will now need to complete their own Attestation of your evaluation in their account.

Evaluations with Multiple Evaluators

Competency Evaluations can have multiple evaluators rating in the same evaluation assignment. There may be times in which one evaluator is qualified to rate a Learner on only a portion of the points of care covered in an evaluation. Thus, multiple evaluators can be used to rate one Learner within the same evaluation. Each evaluator will see the evaluation assigned under My Assignments and can access it just like any assignment.

Once an evaluator completes the attestation, other evaluators will not be able to modify any verification methods or ratings for the competency statements that were attested to. However, evaluators will be able to view the rating for any competency statement regardless of their attestation status.

	Domain 2: Create	e a Competency Eval	uation		
Topic B: Properties					
Competency Statement 1: Add a Title			Verification Method Observation	•	Rating Met
Skill/Task a: The Title chosen is un	ique		This Co been at	mpetency Sta tested	atement has already
Skill/Task b: The Title does not cor	ntain spelling errors				
Competency Statement 2: Add a Des	ription		Verification Method	*	Rating Met

An evaluator will only need to attest if they filled in at least one rating.