# Resource 1.1: Self-assessment tool

Use this self-assessment tool before you progress through the rest of the CSOP section. It can be used to identify areas for targeted action. If you have identified an area of need please refer to the methodology section of the framework to assist you in this process.

| CSOP criteria | Planned | Partly implemented | Established | Not applicable | Review date |
|---|---|---|---|---|---|
| 1. Do you have defined roles and responsibilities for credentialling and defining a scope of practice? | | | | | /  / |
| 2. Do you have a documented scope of practice for all identified professions? | | | | | /  / |
| 3. Do you have documented processes for **initial credentialling** of an individual? | | | | | /  / |
| 4. Do you have documented processes for initial defining of an individual's **scope of practice?** | | | | | /  / |
| 5. Do you have documented processes for **re-credentialling** individuals? | | | | | /  / |
| 6. Do you have documented processes for **reviewing** an individual's **scope of practice**? | | | | | /  / |
| 7. Do you have documented processes for credentialling and defining the scope of practice of **temporary** appointments? | | | | | /  / |
| 8. Do you have documented processes for credentialling and defining the scope of practice for **brokered services**? | | | | | /  / |
| 9. Do you have documented processes for introducing **new technologies and clinical practice**? | | | | | /  / |
| 10. Do you have documented processes for **unplanned reviews**? | | | | | /  / |
| 11. Do you have documented processes for **appealing** decisions regarding scope of practice? | | | | | /  / |
| 12. Do you have documented terms of reference for all committees? | | | | | /  / |

| CSOP criteria | Planned | Partly implemented | Established | Not applicable | Review date |
|---|---|---|---|---|---|
| 13. Do you have a documented process that articulates how committees work together? | | | | | / / |
| 14. Do you have templates for position descriptions? | | | | | / / |
| 15. Do you have a template for reference checks (verification of experience)? | | | | | / / |
| 16. Do you have a template for an annual performance review? | | | | | / / |
| 17. Do you have performance review documentation that includes a review of credentials and scope of practice? | | | | | / / |
| 18. Do you have a documented process in place to check data against a register of registered health practitioners? | | | | | / / |
| 19. Do you have a documented system for recording the scope of practice of individuals? | | | | | / / |
| 20. Do you have a documented system for recording the credentials of individuals? | | | | | / / |
| 21. Do you have a documented process to apply for expanded scope of practice? | | | | | / / |
| 22. Do you have a documented process for reviewing CSOP standards? | | | | | / / |
| 23. Do you have a documented process for responding to concerns regarding the conduct, health or performance of a registered health practitioner (notifiable conduct)? | | | | | / / |
| 24. Do you have a documented process for responding to concerns regarding the conduct, health or performance of a self-regulated or non-registered health practitioner? | | | | | / / |