**SELF ASSESSMENT AND STUDY PLAN – INSTRUCTIONS**

Purpose: To document candidate’s self-assessment of the CPHQ exam content and define needed next steps in preparation.

A Word document has been created for each domain of the 2023 CPHQ Content Outline with these columns:

* Domain, Section and Tasks
  + Module – one of the seven domain sections
    - Quality Leadership and Integration
    - Performance and Process Improvement
    - Population Health and Care Transitions
    - Health Data Analytics
    - Patient Safety
    - Quality Review and Accountability
    - Regulatory and Accreditation
  + Section – the subsections of the content category as needed
  + Tasks – statements representing the content knowledge required
* Rating – for individual use assessing you understanding of the task
  + These are ratings suggested but user can change to any scale desired.
    - 1 = Unfamiliar with this task.
    - 2 = Familiar with some terms/concepts but have not done in my practice.
    - 3 = Have done this in my practice but need review/update.
    - 4 = Do this every day!
* Additional Study
  + Space for individual to note additional resources or need to identify resources

The document format (font, column width, etc) can be altered as needed by user in the Word.docx document.

| **MARCH 2023 CPHQ CONTENT OUTLINE WITH SELF ASSESSMENT AND STUDY PLAN**  **1 = Unfamiliar with this task. 2 = Familiar with some terms/concepts but have not done in my practice.**  **3 = Have done this in my practice but need review/update. 4 = Do this every day!** | | |
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| **MODULE, Section and Tasks** | **Rating** | **Additional Study** |
| **QUALITY LEADERSHIP AND INTEGRATION** | | |
| **A. STRATEGIC PLANNING** | | |
| 1. Advise leadership on organizational improvement opportunities. | 1 | Reassess after review HQ Solutions (HQS) |
| 1. Assist with the development of action plans or projects | 2 | Review current strategic plan – links to quality? |
| 1. Assist with establishing priorities | 3 | Review strategic plan, compare to quality activities – identify alignment.  Janet Brown: pp 51-53 |
| 1. Participate in activities that support the quality governance infrastructure | 1 | Reassess after review HQ Solutions (HQS) |
| 1. Align quality and safety activities with strategic goals | 1 | Reassess after review HQ Solutions (HQS) |
| **B. STAKEHOLDER ENGAGEMENT** | | |
| 1. Identify resource needs to improve quality |  |  |
| 1. Assess the organization’s culture of quality and safety |  |  |
| 1. Engage stakeholders to promote quality and safety |  |  |
| 1. Provide consultative support to the governing body and key stakeholders regarding their roles and responsibilities related to quality improvement |  |  |
| 1. Promote engagement and inter-professional teamwork |  |  |