

Leadership Self-Assessment Template

Refer to the ACHE Healthcare Executive Competencies Assessment Tool to select the applicable competencies.

ACHE Domain	Identified Competency (Choose 5 for each domain that you practiced during your capstone project)	Rating at the beginning of BHA Program 1 (novice) to 5 (expert)	Rating during Capstone Project 1 (novice) to 5 (expert)
Communication and Relationship Management	Principles of communication and their specific applications	2	5
	Communicating organizational mission, vision, objectives, and priorities	1	4
	Preparing and delivering business/organizational communication, including meeting agendas, presentations, reports, and project communication plans	1	4
	Providing and receiving constructive feedback	2	5
	Using factual data to produce and deliver credible and understandable reports	1	3
Leadership	Change Management and promotion	1	4

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	Explore opportunities for growth and organizational development continuously	1	4
	Promote continuous organizational learning/improvement	2	5
	Anticipate and plan strategies for overcoming obstacles	1	3
	Develop effective medical staff relationships in support of the organization's mission, vision, and strategic plan	2	5
Professionalism	Professional roles, responsibility, and accountability	2	4
	Understanding organizational business and personal ethics	2	5
	Balancing professional and personal pursuits	1	3
	Understanding cultural and spiritual diversity for patients and staff as they relate to healthcare needs	2	4
	Uphold and act upon ethical and professional standards	2	5
Knowledge of the Healthcare Environment	Knowledge of healthcare systems and organizations	2	4
	Healthcare and medical terminology	1	5

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	Managed care models, structures, and environment	1	4
	Evidence-based management practice	2	4
	Healthcare economics	1	3
Business Skills and Knowledge	Quality Improvement	2	5
	Benchmarking techniques	2	4
	Quality improvement theories and frameworks	2	4
	National quality initiatives, including patient safety	2	5
	Data collection, measurement, and analysis	1	3

Summarize insights regarding strengths and areas for improvement as you continue your health care administration career:

Based on the leadership self-assessment template, it is valid to argue that the capstone project has bolstered various competencies across the five American College of Healthcare Executives (ACHE) domains. Under the communication and relationship management domain, the capstone project developed my communication skills by enhancing my understanding of communication principles and their specific applications, the ability to communicate institutional/team mission, vision, and objectives, and the ability to present agendas and reports, and project plans. Also, it bolstered my capacity to provide and receive constructive

feedback from colleagues regarding organizational objectives and priorities. However, I must improve on using factual data to produce and deliver credible and understandable reports.

Secondly, the capstone project has enhanced my competencies for promoting and managing change. In this sense, I am now aware of strategies for exploring organizational growth and development opportunities, anticipating and planning strategies for overcoming obstacles, and promoting continuous organizational learning or improvement. Also, the project has transformed my ability to develop effective medical staff relationships in support of the organizational mission, vision, and strategic plans. However, it is essential to embrace strategies for personal development regarding the ability to anticipate and plan strategies for overcoming barriers to effective change implementation. In this sense, I need to implement action steps for further development in areas such as change advocacy, analysis of the underlying impediments to quality improvement, and effective ways for championing change.

Thirdly, the capstone project bolstered various competencies under the professionalism domain. For instance, I have developed awareness of patient rights and responsibilities, corporate business and personal ethics, patients' and staff's cultural and spiritual diversity, and strategies for upholding and acting upon ethical and professional standards. It is valid to argue that the capstone project has enabled me to understand thresholds for ethical and professional standards that guide nursing practices. However, I still face challenges when establishing approaches for balancing professional and personal pursuits. Often, I emphasize personal aspirations at the expense of professional roles. Therefore, I need to develop competencies to balance professional issues and personal aspirations and pursuits.

Fourthly, the capstone project has positively impacted my knowledge of healthcare systems and organizations. At the beginning of the Bachelor's of Health Administration (BHA) program, I was a novice in various aspects, including healthcare and medical terminologies, managed care models, structures, and environment, evidence-based management practice, and healthcare economics. However, the program enhanced my competencies regarding these topics. Although knowledge of healthcare systems and organizations is one of my strengths, I need to embrace strategies for personal development regarding healthcare economics.

Finally, the BHA program has improved my business skills and knowledge. For instance, I am now aware of benchmarking techniques, national quality initiatives, clinical methodologies, quality improvement theories and frameworks, and data collection, measurement, and analysis tools/techniques. At the beginning of this program, I was a novice in various quality improvement techniques in different healthcare settings. However, I had become competent by the time of completing my capstone project. Although I am competent in quality improvement, I should emphasize interventions for developing my data collection, measurement, and analysis competencies. In this sense, I am yet to become an expert in data collection, measurement, and analysis.

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References

Healthcare Leadership Alliance and the American College of Healthcare Executives. (2018). [ACHE healthcare executive competencies assessment tool](https://www.ache.org/pdf/nonsecure/careers/competencies_booklet.pdf). Retrieved from https://www.ache.org/pdf/nonsecure/careers/competencies_booklet.pdf

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