

**Competency Review Checklist: Requirements include but not limited to the following:**

Staff Position				
Name				
Date of Hire				
Current License/Registration Primary source verified on hire & on expiration				
Criminal Bkgrd check per Regulations & policy				
Health Screening- per Regulations & policy				
Job Description				
Orientation on hire -Job & responsibilities -Key safety content -Person-centered care Principles -Based on job responsibilities: <ul style="list-style-type: none"> <li>• P&amp;P , Infection control</li> <li>• Pain, Cultural diversity</li> <li>• Res rights, Psychotropic meds.,Abuse &amp; neglect, etc</li> </ul>				
Competence Assess – by qualified assessor –on hire & on-going <b>*includes an evaluation of the employee's implementation of person-centered care strategies.</b>				
Performance Evaluation per Regulations & policy				
<u>Education &amp; Training</u> Based on job responsibilities <b>Person-centered care</b> Central Lines Anticoagulant Meds Fall Reduction Use of Psychotropic meds Pressure Ulcer Prevention Other per policy/responsibilities <b>Edu: Sub Acute certification staff:</b> <b>Rehab &amp; Advanced care</b> <b>Early Warning Chg Condition</b>				
Annual Competency: -Glucometer/ Other tests				

2013 Credentialing Checklist: (HR.02.01.04)

(Note: Requirements are different for appointment or reappointment)

Element	LIP	LIP	LIP
Appointment Y N If No – go to reappointment)			
<b>(1) APPOINTMENT</b>			
Picture ID			
Current License - primary source verified date			
NPDB –queried			
Challenges to licensure Reviewed			
Verified Privileges at another JC accredited organization Y N			
If No -Medical Director's process for overseeing the monitoring of practitioner's performance -Med. Dir. Reviews the results of the monitoring			
-Monitoring process determined by the org. includes: 1. 2. 3. -Areas monitored determined by org: may include: 1. 2. 3.			
List of Limitations/privileges			
Care within limitations provided			
Governing Body/ designee -Reviews MD recommendations -Documents/dates the term of appointment			
<b>(2) REAPPOINTMENT</b>			
Current License - primary source verified date			
NPDB –queried			
Challenges to licensure Reviewed			
Q 2 yrs - Clinical Performance review by Medical Director - outside acceptable Standards -Performance improvement activities -Adherence to policy			
List of Limitations/privileges			
Care within limitations provided			
Governing Body/ designee Reviews MD recommendations Documents/dates the term of appointment			