



## JOB-RELATED SKILLS

Objectives	Criteria
<p>Provide anesthesia and anesthesia-related care upon request and assignment to facilitate diagnostic, therapeutic, or surgical procedures.</p> <p>Appraisal is based on technical/professional knowledge, initiative, communication skills, decision-making ability, work planning and organization, interpersonal skills, and cooperation.</p> <p>Evaluations are based on chart audits, supervisor observations, and written and oral communications from other pertinent staff.</p>	<p><u>Exceeds Expectations:</u> Score 3 units for all of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Assumes leadership role out of the operating room</li> <li><input type="checkbox"/> Teaches anesthesia-related critical care principles to colleagues and community</li> <li><input type="checkbox"/> Exceeds minimal numbers of clinical competencies</li> <li><input type="checkbox"/> Demonstrates advanced clinical competencies</li> </ul> <p><u>Meets Expectations:</u> Score 2 units for all of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Maintains practice according to standards of care</li> <li><input type="checkbox"/> Manages all aspects of the anesthesia process</li> <li><input type="checkbox"/> Performs complete and accurate documentation</li> <li><input type="checkbox"/> Transfers the care of patients to a qualified provider</li> </ul> <p><u>Does Not Meet Expectations if one of the following situations exists:</u></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Active counseling</li> <li><input type="checkbox"/> Corrective action plan</li> <li><input type="checkbox"/> Warning in file</li> </ul>

Comments:

## SELF-DEVELOPMENT

Objective	Criteria
<p>Takes initiative to perform self-evaluation and improve upon professionalism, job skills, and competencies.</p> <p>Demonstrates ongoing need for exceeding the minimum standards.</p>	<p><u>Exceeds Expectations:</u> Score 3 units if meets at least 3 of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Attends self-development course</li> <li><input type="checkbox"/> Completes nonmandatory course (PALS)</li> <li><input type="checkbox"/> Volunteers to chair committees</li> <li><input type="checkbox"/> Coordinates special projects</li> <li><input type="checkbox"/> Active involvement in state or national professional association</li> <li><input type="checkbox"/> Active participation on hospital committee</li> <li><input type="checkbox"/> Publishes in professional journal</li> </ul> <p><u>Meets Expectations:</u> Score 2 units if meets all the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Maintains licensure, recertification, ACLS certification</li> <li><input type="checkbox"/> Attends 1 department sponsored educational offering</li> <li><input type="checkbox"/> Demonstrates high level of verbal and written skills and professionalism in communicating with others</li> <li><input type="checkbox"/> Demonstrates flexibility in relation to department needs</li> <li><input type="checkbox"/> Maintains core anesthesia privileges</li> <li><input type="checkbox"/> Attends at least 85% of department meetings</li> </ul> <p><u>Does Not Meet Expectations if one of the following situations exists:</u></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Active counseling</li> <li><input type="checkbox"/> Corrective action plan</li> <li><input type="checkbox"/> Written warning in file</li> </ul>

Comments:

## CUSTOMER SERVICE & TEAMWORK

Objectives	Criteria
<p>Meets core customer service responsibilities, standards, and behaviors as outlined in the hospital policy. Displays team-oriented behaviors and a positive attitude.</p> <p>Evaluations are based on supervisor observations as well as written documentation and oral communication on file.</p>	<p><u>Exceeds Expectations</u>: - Score 3 if meets one of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Enrolls in and completes one course in advanced customer service skills</li> <li><input type="checkbox"/> Actively seeks other duties in perioperative services</li> <li><input type="checkbox"/> Documentation from other healthcare-related work and/or patients indicating excellent customer skills</li> </ul> <p><u>Meets Expectations</u> - Score 2 if meets all of the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Demonstrates interpersonal skills necessary to work effectively with others</li> <li><input type="checkbox"/> Follows appropriate channels of communication</li> <li><input type="checkbox"/> Demonstrates discretion with regard to confidentiality</li> <li><input type="checkbox"/> Willingly accepts duties and responsibilities</li> <li><input type="checkbox"/> Maintains basic patient rights</li> <li><input type="checkbox"/> Effectively problem solves for needs of assigned cases</li> <li><input type="checkbox"/> Participates in data collection activities</li> <li><input type="checkbox"/> Appropriately completes QA forms as needed</li> </ul> <p><u>Does Not Meet expectations if one of the following situations exists:</u></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Active counseling</li> <li><input type="checkbox"/> Corrective action plan</li> <li><input type="checkbox"/> Warning in file</li> </ul>

Comments:

### KNOWLEDGE, SKILLS & ABILITY

Area of Assessment	Exceeds Expectations	Meets Expectations	Does Not Meet Expectations
Basic clinical knowledge			
Clinical judgment			
Communication skills			
Rapport with patients			
Relationship with colleagues			
Attendance/punctuality			
Appearance			
Emotional stability			
Apparent physical health			
Professional conduct			
Ethical conduct			
Leadership capability			
Quality of record documentation			
Participation meetings and professional activities			
Medical records review			
Adherence to drug and blood use policies			
Clinical performance relating to age-specific populations			

Comments:

Comments:

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CRNA Being Evaluated: \_\_\_\_\_

Name of CRNA Evaluating Competency: \_\_\_\_\_

Date: \_\_\_\_\_