Ethics Consultation Service Proficiency Assessment Tool

The goal of the Ethics Consultation Service Proficiency Assessment Tool (ECS PAT) is to give the Ethics Consultation Coordinator (ECC) an overview of the competency of the facility's health care ethics consultation (HCEC) service. The American Society for Bioethics and Humanities (ASBH) suggests that at least one individual on the ethics consultation service possess advanced skill or knowledge in certain core elements. These items are noted with an asterisk (*). VA suggests additional core elements in which at least one individual on the consultation service should have advanced skill or knowledge. These items are noted with a double asterisk (**).

The ECC can complete the ECS PAT in order to identify overall strengths and opportunities for improvement in their ethics consultation service. The completed ECS PAT will also guide the ECC in developing an improvement plan (i.e., targeted educational and training activities) to strengthen the overall competency of their ethics consultation service.

Instructions:

Step 1: Collect Data from the Ethics Consultant Proficiency Assessment Tool (**EC PAT)**

Collect a completed EC PAT from every ethics consultant on the ethics consultation service.

Step 2: Prepare Data for the ECS PAT

For the items noted with an (*) or (**) in the EC PAT, code the skill level as follows:

> Not Skilled = Novice
> Somewhat Skilled or Skilled = Basic
> Very Skilled or Expert = Advanced

Step 3: Enter Data on the ECS PAT

For each core element, record the **number** of ethics consultants who rated themselves within the categories of Novice, Basic, Advanced.

Step 4: Develop an Improvement Plan

Use the completed ECS PAT to identify the consultation service's strengths and weakness and to guide creation of a plan to improve ethics consultation service competency.

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Ethics Consultation Service Proficiency Assessment Tool

Facility Name: _____

Date: _____

Core Proficiencies	# Novice	# Basic	# Advanced
Ethical Assessment Skills			
Identify the nature of the values uncertainty or conflict that underlies the need for ethics consultation*			
Ethical Analysis Skills			
Access relevant ethics knowledge*			
Identify the ethically appropriate decision maker**			
Analyze the values uncertainty or conflict that underlies the need for ethics consultation**			
Process Skills			
Establish realistic expectations about the consultation process*			
Utilize institutional structures and resources to facilitate implementation of the chosen option*			
Document consultations clearly and thoroughly in internal HCEC service records and in patient health records*			
Summarize and communicate consultations to relevant parties*			
Communicate and collaborate effectively with other responsible individuals, departments, or divisions within the institution*			
Identify underlying systems issues and bring them to the attention of the appropriate resource for handling such concerns at the appropriate level*			
Facilitate a formal meeting*			
Foster consensus among parties involved in the consultation**			
Evaluative and Quality Improvement Skills			
Overall quality improvement skills related to ethics consultation*			
Running an Effective HCEC Service			
Overall ability to run an effective HCEC service*			

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Interpersonal Skills			
Listen well and communicate interest, respect, support, and empathy involved parties*			
Recognize and respond appropriately to suffering, moral distress, strong emotions, and other barriers to communication*			
Educate involved parties regarding the ethical dimensions of the consultation*			
Elicit the moral views of involved parties*			
Accurately and respectfully represent the views of involved parties to others when needed*			
Enable involved parties to communicate effectively and be heard by other parties*			
Core Knowledge: Moral Reasoning			
Moral reasoning and ethical theory, including familiarity with a variety of approaches to ethical analysis*			
Core Knowledge: Common Ethical Issues and Concepts			
Shared decision making with patients*			
Ethical practices in end-of-life care*			
Ethical practices at the beginning of life*			
Patient privacy and confidentiality*			
Professionalism in patient care*			
Ethical practices in resource allocation*			
Ethical practices in business and management*			
Ethical practices in government service*			
Ethical practices in research*			
Ethical practices in the everyday workplace*			
Health care systems as they relate to HCEC*			
Health law relevant to HCEC*			
Overall knowledge of clinical context as it relates to HCEC*			
Overall knowledge of local health care institution as it relates to HCEC*			
Overall knowledge of health care institution's policies relevant to HCEC*			
Overall knowledge of beliefs and perspectives of the local patient and staff population*			
Overall knowledge of relevant codes of ethics and accreditation standards*			

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