

KHA Board Self-Assessment Survey

Assessment Legend

5	Strongly Agree
4	Agree
3	Disagree
2	Strongly Disagree
1	No Opinion
0	Does Not Apply

Note:

Some of the questions do not apply to a requirements. In those instances, please

While a "yes" or "no" could answer some to ascertain the feeling of the board on the use the scale provided. The scale definitio

The Board's Fiduciary Role

	5	4	3	2	1	0
1. Board members are expected to attend board make informed decisions.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Board members receive meeting notices, written materials well in advance of meetings.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The roles, responsibilities and authorities of the board and the medical staff are stated in written documents.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Per Board procedure, Board members are required to disclose conflicts of interest.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. The legal responsibilities and the potential liabilities of the organization are communicated to board members.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. Board members are protected against the potential liabilities through indemnity arrangements, insurance and other measures.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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2. Board members receive meeting notices, written materials well in advance of meetings.

3. The roles, responsibilities and authorities of the board and the medical staff are stated in written documents.

4. Per Board procedure, Board members are required to disclose conflicts of interest.

5. The legal responsibilities and the potential liabilities of the organization are communicated to board members.

6. Board members are protected against the potential liabilities through indemnity arrangements, insurance and other measures.

The board oversees a compliance plan that ensures policies are in place in the following areas:

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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7.1. Governance (i.e., operating in accordance with the organization's policies, interest disclosures, code of conduct including confidentiality).

DATA CENTER

 Kentucky Hospital Association

KHA Board Self-Assessment Survey

In this era of health reform and major changes in the health care delivery system, health care organizations are being challenged as never before. Boards must be prepared to meet these challenges and to continue serving the needs of their communities. Self-assessment is a way for boards to ask themselves how well they are prepared to confront these obstacles. Kentucky Hospital Association's (KHA) Board Self-Assessment tool can help a board identify where its strengths lie as well as where improvement may be needed. Self-assessment is an important function that should be an ongoing part of serving on any hospital or system board.

There are two sections to the assessment tool, board assessment and personal evaluation.

- Board assessment allows each board member to answer a set of customizable questions about the board as a whole.
 - The assessment is made up of the following sections:
 - Board's Fiduciary Role
 - Mission, Strategy & Stakeholders
 - Governance & Leadership Effectiveness
 - Finance
 - Quality and Patient Safety
 - Board-CEO Relationship
- Personal evaluation provides each board member a better understanding of their own strengths and weaknesses as a contributing member of the board.
 - The evaluation is made up of the following:
 - Board Member Satisfaction

How it Works

The hospital chief executive officer will receive the link to the Board Self-Assessment website after KHA sets up the hospital as an administrator of the survey. The survey is made up of a set of standard questions for each section. The hospital has the option to customize the survey by selecting desired questions from the question bank. The hospital can also create up to three custom questions in each section. The hospital will add the board members' email addresses to the site and then the survey will be sent to the members to take the survey.

If you have board members that do not have access to a computer or the internet, there is an option to print a PDF version of the assessment. Someone at the facility can then input the answers into the website.

Board Self-Assessment
Sample Hospital

Assessment Legend

- 1. Strongly Agree
- 2. Agree
- 3. Disagree
- 4. Strongly Disagree
- 5. No Opinion
- 6. Does Not Apply

Note:

Some of the questions do not apply to all hospital boards due to statutory requirements. In those instances, please mark "Does Not Apply".

While a "yes" or "no" could answer some of these questions, we believe it is important to ascertain the feelings of the board on these subjects. Therefore, we ask that you use the scale provided. The scale definitions are provided at the top of the page.

The Board's Fiduciary Role

1. Board members are expected to attend board meetings in order to conduct business and make informed decisions.

2. Board members receive meeting notices, written agendas, minutes and other appropriate materials well in advance of meetings.

3. The roles, responsibilities and authorities of the board members and officers, the CEO and the medical staff are stated in written documents.

4. Per Board procedure, Board members are required to disclose possible conflicts of interest.

5. The legal responsibilities and the potential liabilities of governance are clearly communicated to board members.

6. Board members are protected against the potential liabilities of governance through indemnity arrangements, insurance and other measures.

The board oversees a compliance plan that ensures policies and procedures are in place in the following areas:

7.1. Governance (i.e., operating in accordance with the organization's purpose, conflict of interest disclosure, code of conduct including confidentiality).

Value of the Board Assessment

- Better understanding of its strengths and weakness
- Benchmarking Information
 - Peer Group
 - National



Board Assessment Reports

The Board's Fiduciary Role												
Question	Response Scale/Weight						Score			Benchmark		
	Strongly Agree (5)	Agree (4)	Disagree (3)	Strongly Disagree (2)	No Opinion (1)	Does Not Apply (0)	Current Year Score	Previous Year Score	Peer Score	Nationwide Score	Scores are the Weighted Average of Responses: (5x5)+(4x4)+(3x3)+(2x2)+(1x1)+(0x0)=25 Total Responses(omitting No Opinion & DNA) Larger Scores = Better Scores	
Board members are expected to attend board meetings in order to conduct business and make informed decisions.	4	0	0	0	0	0	5.00	5.00	4.94	4.86		
Board members receive meeting notices, written agendas, minutes and other appropriate materials well in advance of meetings.	0	4	0	0	0	0	4.00	4.00	4.23	4.59		
The roles, responsibilities and authorities of the board members and officers, the CEO and the medical staff are stated in written documents.	0	3	1	0	0	0	3.75	3.00	3.82	4.41		
Per Board procedure, Board members are required to disclose possible conflicts of interest.	0	3	1	0	0	0	3.75	3.00	3.64	4.62		
The legal responsibilities and the potential liabilities of governance are clearly communicated to board members.	0	3	1	0	0	0	3.75	3.00	3.80	4.27		

Governance & Leadership Effectiveness												
Question	Response Scale/Weight						Score			Benchmark		
	Strongly Agree (5)	Agree (4)	Disagree (3)	Strongly Disagree (2)	No Opinion (1)	Does Not Apply (0)	Current Year Score	Previous Year Score	Peer Score	Nationwide Score	Scores are the Weighted Average of Responses: (5x5)+(4x4)+(3x3)+(2x2)+(1x1)+(0x0)=25 Total Responses(omitting No Opinion & DNA) Larger Scores = Better Scores	
Recognizing statutory requirements, the board periodically assesses the size of the board to effectively govern the organization.	0	1	2	1	0	0	3.00	3.67	3.76	4.23		
If legally permissible, board members are appointed for a specified period of time with provision for reappointment and with a limit on the number of terms.	0	1	3	0	0	0	3.25	3.00	3.39	4.12		
Prospective board members and board leadership are identified through an organized succession planning process.	0	1	3	0	0	0	3.25	2.00	3.35	3.98		
The board has a written set of bylaws that are periodically reviewed (at least once every two years).	0	3	1	0	0	0	3.75	4.33	3.86	4.37		
The board regularly evaluates the effectiveness of its board meetings, including frequency, length and content.	0	3	1	0	0	0	3.75	4.67	3.95	4.04		

- The Board Self-Assessment feedback reports are automatically generated for the hospital/system once the survey has been closed. The feedback reports will consist of the evaluation of board members knowledge in comparison to benchmarks of the following sections:
 - Board's Fiduciary Role
 - Mission, Strategy & Stakeholders
 - Governance & Leadership Effectiveness
 - Finance
 - Quality and Patient Safety
 - Board-CEO Relationship
 - Board Member Satisfaction (no benchmarking scores available)
- The Board Self-Assessment feedback reports provide a response scale/weight, current year score compared to previous score, peer group benchmark and national benchmark score.

Pricing

- Critical Access Hospitals\$500.00 per survey
- Rural Hospitals (under 100 beds)\$500.00 per survey
- Specialty Hospitals (Psych, Rehab, LTACH)\$500.00 per survey
- Acute Care Hospitals (over 100 beds).....\$1,000.00 per survey
- Health Care Systems \$2,000.00 per system survey

For best results, KHA recommends using the program once a year.

For more information regarding the Board Assessment please contact:

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