

Protecting your health and your smile

## Self-Assessment Tool

## **Self-Assessment Tool**

The Self-Assessment Tool is an integral part of the online System for Managing Individual Learning (SMILE Portal) and is designed to assist you in assessing your practice environment as it relates to the **CDHO Dental Hygiene Standards of Practice**. The Self-Assessment Tool will assist you in assessing your dental hygiene practice in order to determine your learning goals and to provide direction in the selection of appropriate continuing quality improvement activities. The online System for Managing Individual Learning (SMILE Portal) will use your assessment to assist you in drafting learning goals. In the audit process of your Quality Assurance submission, assessors will be looking for a relationship between your established learning goals, your dental hygiene practice and the **CDHO Dental Hygiene Standards of Practice**. If you are having difficulty in determining and defining your learning goals, suggested goals will be generated to assist you. You are under no obligation to use the suggested goals and are free to modify or delete them altogether and establish your own goals.

## Instructions for Using the Self-Assessment Tool in the Online System for Managing Individual Learning (SMILE Portal)

The attached tool contains information identical to what you will find in the online system. This copy is for your information only.

- Completion of the tool is a *mandatory* annual requirement;
- Use this tool to assess your dental hygiene practice;
- Identify in the Self-Assessment Tool those areas of your dental hygiene practice that do not meet the standards;
- Establish learning goals for those areas that do not meet the standards or allow the system to set goals for you;
- Select and prioritize your learning goals for every year;
- Select the appropriate quality improvement activity or activities to address each learning goal; and
- Remember that there is a range of acceptable activities from which to choose.(see Guidelines for Continuing Competency)

This Self-Assessment Tool is for your use only. You are <u>not</u> ever required to submit this tool for assessment with your Quality Assurance information. However, since it is a requirement that the self-assessment be completed each year on-line within the System for Managing Individual Learning (SMILE Portal), the College will be notified by Skilsure if you have not met the mandatory requirement to complete the Self-Assessment Tool annually. Those who fail to complete the self-assessment by the January 31st deadline each year will be automatically selected to participate in the following year's Quality Assurance Peer and Practice Assessment.

## Self-Assessment Tool

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