

Governance Assessment Planner



governWell[™]
Better governance. Better healthcare.

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Congratulations...

Congratulations on your decision to develop a customized governance practices assessment. Conducting a board assessment is one of the most important steps a board can take to advance its leadership effectiveness, and ultimately improve your organization's ability to successfully achieve its mission and vision.

This planner will guide you through the steps to create your own unique board assessment, using our recommended criteria as a starting point to create an assessment tailored to your board's unique needs and challenges.

If you have any questions along the way, please contact me directly at 503-694-8539 or larry@governwell.net. When you have completed your planner, please scan it and email it to nicole@governwell.net.

I look forward to working with you as we develop a governance assessment just right for your board.

Sincerely,

A handwritten signature in black ink, appearing to read "Larry Walker", with a long horizontal flourish extending to the right.

Larry Walker
President, governWell

Contents

Overview

Creating Your Assessment	4
Recommended Rating Scale	4
Using this Planner to Select Your Questions	4
Implementing Your Board Assessment.....	5

Governance Assessment Criteria

Mission, Values and Vision	7
Strategic Leadership	8
Quality and Patient Safety.....	9
Financial Leadership	10
Relationship With the CEO	11
Community Relationships	12
Board Roles, Responsibilities and Knowledge	13
Board Meetings.....	14

Governance Culture Criteria16

Personal Performance Assessment Criteria.....18

Governance Issues and Priorities21

A governance practices assessment is an organized evaluation of the board's satisfaction with all aspects of its performance in fulfilling its governance responsibilities. It combines ratings of positive statements about the board's leadership environment and processes, the governance culture, and individual board member performance. Very importantly, it probes board member viewpoints about governance issues and priorities, and explores their ideas about ways to improve the board's performance.

Conducted correctly, a governance assessment *process* (a combination of the assessment and the action plans created from it) enables the board to identify critical "leadership gaps," and achieve and maintain the level of governing excellence required for success in today's challenging health care environment.

Creating Your Assessment

The following pages include a list of potential governance assessment criteria listed in four key areas: 1) overall board performance, grouped into eight leadership areas; 2) evaluation of governance culture; 3) a personal performance assessment; and 4) issues and priorities.

To ensure that the governance assessment meets your unique needs, please review the criteria and check the boxes next to the statements you want to use in your board evaluation. You may make edits to any of the criteria you choose, and add additional criteria you would like to include in your assessment in the space provided.

Recommended Rating Scales

Recommended rating scales are included in each section throughout this Planner based on a five point rating scale, with "Level 5" representing a board performing at the highest level, and "Level 1" representing a poorly performing board. If you choose, you may use a different rating scale for your assessment.

Using this Planner to Select Your Questions

To prepare your customized board assessment, use this document to:

- Place a check mark next to the questions you want to include in your board assessment
- Write in any additional questions you would like to include in your board assessment
- Scan the document and email it to nicole@governwell.net. You can reach us at any time throughout the process at 503-469-8663.

Implementing Your Board Assessment

Implementing your board assessment involves the following:

1. Your organization uses this Planner to determine your survey questions and send them to governWell™.
2. governWell™ provides you with copy for emails you will send to your board inviting them to complete the assessment. The emails include a link to your online survey.
3. governWell™ sends you email updates while the survey is underway so you know who has responded and who hasn't. When it's time to send a reminder email (which we'll include in your email copy), you'll know who to send the reminders to and who to skip.
4. governWell™ develops a comprehensive report summarizing your assessment findings along with recommendations for improvement.
5. Your board reviews the assessment report together and discusses next steps to further elevate your board's performance.

Governance Assessment Criteria

Rating Scale

Level 5: I **strongly agree** with this statement. (We **always** practice this as a part of our governance.)

Level 4: I **generally agree** with this statement. (We **usually** practice this as a part of our governance, but not always.)

Level 3: I **somewhat agree** with this statement. (We **often** practice this as a part of our governance, are not consistent.)

Level 2: I **mostly disagree** with this statement. (We **inconsistently** practice this as a part of our governance.)

Level 1: I **completely disagree** with this statement. (We **never** practice this as a part of our governance.)

N/S: Not sure.

Mission, Values and Vision

- Our organization has a meaningful, board-approved mission that explains our core purpose
- Our organization has a board-approved vision that defines the future we are striving to achieve
- Our organization has board-approved values that outline our organizational beliefs and ideals
- We have reviewed and discussed our mission statement within the last 12 months to ensure that it is current and relevant
- Our mission and vision drive decision making at board meetings
- Our mission and vision drive organizational strategies, objectives and action plans
- Our board regularly reviews the status of strategies and objectives to ensure fit with our mission and vision
- Our board understands the implications of the evolving health care environment on the attainment of our mission and vision
- The actions and decisions of our board contributes directly to our organization’s fulfillment of its mission and vision
- (Open-ended) Comments or suggestions for improvement:**

Additional Performance Criteria:

Please list any additional criteria you would like to include in your overall assessment of board performance.

1. _____

2. _____

3. _____

4. _____

Strategic Leadership

- We have a good understanding of the implications of the rapidly changing health care environment
- We understand critical issues and trends impacting our organization
- Our board is well-familiar with the planning data and assumptions that form the foundation for the strategic plan
- Our board focuses the majority of its time on strategic thinking and leadership rather than strategic plans and operational decision making
- Stakeholders' and constituents' needs are assessed when developing our goals and strategies
- Community health needs are addressed in our strategic planning
- New information, new ideas and new knowledge drive our strategic assumptions
- Our board monitors progress toward the achievement of strategic objectives
- Our board ensures timely modifications to strategic directions are made when necessary
- Our board considers various futures that may develop for our organization, and explores the implications of those potential futures
- The actions and decisions of our board contributes directly to our organization's strategic success
- (Open-ended) Comments or suggestions for improvement:**

Additional Performance Criteria:

Please list any additional criteria you would like to include in your overall assessment of board performance.

1. _____

2. _____

3. _____

4. _____

This is a sample of the governWell™ Governance Assessment Planner. For the full planner, or to conduct a board assessment through governWell™, contact us directly at:

Nicole Matson, 503-469-8663, Nicole@governwell.net

Larry Walker, 503-694-8539, Larry@governwell.net