

Welcome

Instructions for the 2020 Kansas Public Health Workforce Assessment

Workforce proficiency is critical to the success of any organization. Developing and delivering targeted education and training requires that proficiency of the workforce be measured.

Your participation in this assessment is voluntary and confidential, and will help supply information needed to:

1. Identify, prioritize, and develop training opportunities for the workforce around the state and in your organization.
2. Provide you with an opportunity to reflect on your strengths as a public health/environmental professional.
3. Identify areas in which you might want to seek additional training
4. Support your organization's efforts toward accreditation.

You must be at least 18 years old to participate.

Assessment Sections (30 minutes total)

Section 1: Demographics (5 minutes)

- Gain a better understanding of who comprises the Kansas public health workforce.

Section 2: Core Competencies Self-assessment (15 minutes)

- The assessment is a simplified version of the Council on Linkages Core Competencies for Public Health Professionals.

Section 3: Training preferences (5-10 minutes)

- Gauge your preferences for training topics, formats, and delivery method.

The assessment is confidential, but you may choose to share this assessment with your supervisor to assist in planning for your professional development.

You will receive immediate feedback (mean score) for each of the key dimensions of public health practice. There is also a page at the end of the survey that allows you to print a summary of your scores.

If you need to temporarily leave the survey, your information will be saved so that you may resume it at a later time.

Personal information

Demographics

We will begin with the demographic portion of the survey. This portion should take 3-5 minutes to complete.

The following questions are intended to help us understand the diversity of the current public health workforce, and are critical to providing important information about the extent to which the workforce reflects the populations served in Kansas. Please consider completing this section as fully as possible.

Select your health department from the list below: (scroll feature, alphabetically, after KDHE) (by Division?)

Gender

- Male
- Female
- Non-binary
- Prefer not to answer

Race/Ethnicity (select all that apply)

- American Indian or Alaska Native (AIAN)
- Asian
- Black or African American
- Native Hawaiian or other Pacific Islander (NHOPI)
- Spanish, Hispanic, or Latino

- White
- Mixed
- Other

Age (scroll)

- 18 - 24
- 25 - 34
- 35 - 49
- 50 – 64
- 65 – 74
- 75+

Select the highest level of education you have **completed**:

- High school diploma or equivalent
- Associate degree
- Bachelor's degree
- Master's degree
- Doctorate degree

From where did you obtain (or are you obtaining) your highest degree?

- Emporia State University
- Fort Hays State University
- Kansas State University
- Pittsburg State University
- University of Kansas
- Wichita State University
- Other (open text field)
- I do not have a degree

Are you contemplating additional education at this time?

- Yes
- No
- In process
- Not sure

Are resources available to you to further your education?

- Yes (through my organization)
- Yes (through personal finances)
- Yes (through financial aid)
- No
- Does not apply
- Unsure

What field of study do you plan to pursue/are you pursuing?

1. Public health related
 2. Non public health related
- ~~Accounting~~
 - ~~Biology~~
 - ~~Business~~
 - ~~Chemistry~~
 - ~~Communication~~
 - ~~Computer Science~~
 - ~~Economics~~
 - ~~Education~~
 - ~~Engineering~~
 - ~~Epidemiology~~
 - ~~Health Sciences~~
 - ~~History~~
 - ~~Human Resource Management~~
 - ~~Marketing~~
 - ~~Mathematics~~
 - ~~Nursing~~
 - ~~Physics~~
 - ~~Psychology~~
 - ~~Public Health~~
 - ~~Social Sciences~~
 - ~~Other (please specify):~~

How many years have you worked in this field?

- Less than one year
- 1-5
- 6-10
- 11-15

- 16-20
- 20+ years

How many years have you worked in your current position?

- Less than one year
- 1- 5
- 6 -10
- 11-15
- 16 -20
- 20+ years

Are you considering leaving your organization in the next two to three years?

- Yes
- No
- Unsure

Please select the reason which most accurately fits your reason for leaving:

- To retire
- To take another governmental job (in public health)
- To take another governmental job (not in public health)
- To take a non-governmental job (in public health)
- To take a non- governmental job (not in public health)
- Other (open field)

Do you speak any language other than English?

- Spanish
- German
- Vietnamese
- Chinese
- French
- Arabic
- Tagalog
- Laotian

- Korean
- Hindi
- Russian
- Swahili
- other

Do you utilize your bilingual skills in your current position?

- Yes
- No

Please select among the following those that BEST describe your primary role and responsibilities:

- Business and Operations Professionals: Individuals who support programs, but do not have direct client contact (may include administrative staff, executive assistants, financial staff, human resources, IT network and helpdesk staff, marketing and communications staff)
- Client/Customer support: Individuals who directly serve clients or work in clinics or vital records (may include clerks, clinic administrators, linkage to care staff, breastfeeding peer support, and home visitors)
- Environmental Health Professionals: Environmental health and population-oriented staff (may include inspectors, surveyors, community planners, program managers/coordinators, and trainers)
- Licensed Professionals: Licensed staff who provide direct care to clients (may include physicians, nurses, nurse practitioners, physician assistants, social workers, and dietitians)
- Population-oriented Professionals: public health and population-oriented program staff (may include policy/community health planners, program managers/coordinators, trainers, health educators, preparedness coordinators, and accreditation coordinators)
- Data Analysts: Individuals who create or analyze data (may include epidemiologists, public health informatics, researchers, analysts, performance management, and quality improvement staff)
- Laboratory Professionals: Provide biologic and/or chemical testing and testing-related services

- **Managers and Supervisors:** Individuals with program management and/or supervisory responsibilities. Other responsibilities may include: program development, program implementation, program evaluation, establishing and maintaining community relations, managing timelines and work plans, and presenting recommendations on policy issues, etc.
- **Directors and Senior Leaders:** Individuals at a senior management level and leaders of public health organizations. In general, an individual who is responsible for the major programs or functions of an organization, and/or building the organization's culture

Description of Part 2

Now we will start with Section 2: The Core Competencies Self-Assessment.

Core Competencies were developed to identify the skills important for the practice of public health and environment. The Core Competencies serve as a starting point for organizations to understand, assess, and meet training and workforce needs.

The purpose of this section is to help you reflect on your level of competence on key dimensions of public health and environmental practice. This will allow you to identify professional growth opportunities and what training opportunities would be most valuable to you in the future.

This section contains eight domains. You will be given a mean score for each domain and there will also be a chart at the end showing all of your scores.

Please use the following scale to rate your level of proficiency in each area. Answer each question to the best of your ability.

Not at all proficient: you have never heard of this skill or have little knowledge or ability to perform this skill

Some limited proficiency: you have basic knowledge and limited ability to apply the skill on a daily basis.

Proficient: You are comfortable using this knowledge or skill on a daily basis. You have developed this skill to a higher degree than average.

Very proficient: You are highly knowledgeable and skilled. This means your proficiency is very high on a daily basis. You might even feel comfortable teaching it to others.

Keep in mind as you take this self-assessment that it refers to public health in its broadest sense and is inclusive of all environmental programs.

This section should take between 15 and 20 minutes to complete.

Domain 1: Analytic/Assessment Skills

Rate your level of proficiency in each area.

	Not at all proficient	Some limited proficiency	Proficient	Very Proficient	Does not apply to my job	I do not understand this question
1.1 Collect quantitative and qualitative data on community health and/or environmental health needs						
1.2. Collect quantitative and qualitative data about community assets						
1.3. Determine validity, reliability, and comparability of data						
1.4 Analyze quantitative and qualitative data						
1.5 Interpret quantitative and qualitative data						
1.6 Assess community health and/or environmental impact assessment						

1.7 Develop community health assessment and/or environmental impact assessment						
1.8 Make evidence-based decisions						
1.9 Advocate for the use of evidence						
1.10 Apply ethical principles in the use of data and information						
1.11 Apply information technology in the use of data and information						

Your average score for the **Analytical/Assessment Skills** domain is

0

Your average score can range between 1 and 4. A score closer to 1 may indicate a need to focus on improving skills within this domain. A score closer to 4 indicates a higher degree of competency in the area.

Domain 2: Policy Development/Program Planning Skills

Rate your level of proficiency in each area.

	Not at all proficient	Some limited proficiency	Proficient	Very Proficient	Does not apply to my job	I do not understand this question
2.1 Use community health and/or environmental assessment in developing plans						
2.2 Contribute to the development of the strategic plan						
2.3 Implement the strategic plan						
2.4 Develop goals and objectives						
2.5 Monitor trends						
2.6 Develop and recommend options						
2.7 Manage programs within budgets and staffing levels						

2.8 Evaluate policies, programs, and services						
2.9 Implement strategies for continuous improvement						
2.10 Influence policies, programs, and services external to the organization						
2.11 Apply public health/environmental data to policies, programs, and services						

Your average score for the **Policy Development/Program Planning Skills** domain is

0

Your average score can range between 1 and 4. A score closer to 1 may indicate a need to focus on improving skills within this domain. A score closer to 4 indicates a higher degree of competency in the area.

Domain 3: Communication Skills

Rate your level of proficiency in each area.

	Not at all proficient	Some limited proficiency	Proficient	Very Proficient	Does not apply to my job	I do not understand this question
3.1 Assess the literacy of populations served						
3.2 Communicate in writing and orally with linguistic and cultural proficiency						
3.3 Solicit input from the community						
3.4 Determine approaches for disseminating data and information						
3.5 Convey data and information						

3.6 Communicates to influence behavior						
3.7 Facilitate communication						
3.8 Communicate the roles of governmental public health, health care, environmental health, and other public health systems						

Your average score for the **Communication Skills** domain is

0

Your average score can range between 1 and 4. A score closer to 1 may indicate a need to focus on improving skills within this domain. A score closer to 4 indicates a higher degree of competency in the area.

Domain 4: Cultural Competency Skills

Rate your level of proficiency in each area.

	Not at all proficient	Some limited proficiency	Proficient	Very Proficient	Does not apply to my job	I do not understand this question
4.1 Describe the concept of diversity						
4.2 Describe the diversity within a community						
4.3 Describe the value of a diverse workforce						
4.4 Advocate for a diverse workforce						
4.5 Recognize the influence of population diversity on programs, policies, and services						
4.6 Address population diversity in programs,						

policies, and services						
4.7 Assess the effects of programs, policies, and services on different populations						

Your average score for **the Cultural Competency Skills** domain is

0

Your average score can range between 1 and 4. A score closer to 1 may indicate a need to focus on improving skills within this domain. A score closer to 4 indicates a higher degree of competency in the area.

Domain 5: Community Dimensions of Practice Skills

Rate your level of proficiency in each area.

	Not at all proficient	Some limited proficiency	Proficient	Very Proficient	Does not apply to my job	I do not understand this question
5.1 Distinguish the roles and responsibilities of governmental and non-governmental organizations						
5.2 Identify Relationships that affect health and the environment						
5.3 Develop relationships						
5.4 Maintain relationships						
5.5 Facilitate collaboration among partners						

5.6 Engage community members						
5.7 Use community input for policies, programs, and services						
5.8 Explain the ways assets and resources can be used						
5.9 Advocate for policies, programs, and resources						
5.10 Engage with the community for research						

Your average score for the Community Dimensions of Practice Skills domain is

0

Your average score can range between 1 and 4. A score closer to 1 may indicate a need to focus on improving skills within this domain. A score closer to 4 indicates a higher degree of competency in the area.

Domain 6: Public Health Science Skills

Rate your level of proficiency in each area

	Not at all proficient	Some limited proficiency	Proficient	Very Proficient	Does not apply to my job	I do not understand this question
6.1 Discuss the scientific foundation of public health						
6.2 Describe important events in public health and the environment						
6.3 Use public health sciences						

(e.g. epidemiology) for policies, programs, and services						
6.4 Apply public health sciences in administration and management						
6.5 Retrieve evidence from print and electronic sources						
6.6 Determine limitations of evidence						
6.7 Use evidence for policies, programs, and services						
6.8 Identify the laws, regulations, policies, and procedures for ethical research						
6.9 Contribute to the public/ environmental health evidence base						
6.10 Develop partnerships to increase use of evidence						
6.11 Use ethical research principles						

Your average score for the **Public Health Science Skills** domain is

0

Your average score can range between 1 and 4. A score closer to 1 may indicate a need to focus on improving skills within this domain. A score closer to 4 indicates a higher degree of competency in the area.

Domain 7: Financial Planning and Management Skills

Rate your level of proficiency in each area.

	Not at all proficient	Some limited proficiency	Proficient	Very Proficient	Does not apply to my job	I do not understand this question
7.1 Explain the structures, functions, and authority of government and environmental regulations						
7.2 Identify government agencies with authority to address community health needs and environmental issues						
7.3 Implement policies and procedures of the governing body						
7.4 Explain public health, environment, and health care funding mechanisms and procedures						
7.5 Justify programs for inclusion in budgets						
7.6 Develop budgets						
7.7 Defend budgets						
7.8 Prepare funding proposals						
7.9 Negotiate contracts and other agreements						
7.10 Use financial analysis methods for policies, programs, and services						
7.11 Establish teams						
7.12 Motivate personnel						
7.13 Develop a performance management system						
7.14 Use a performance management system						

Domain 8: Leadership and System Thinking Skills

Rate your level of proficiency in each area.

	Not at all proficient	Some limited proficiency	Proficient	Very Proficient	Does not apply to my job	I do not understand this question
8.1 Incorporate ethical standards of practice into all interactions						

8.2 Describe public health as part of a larger system						
8.3 Explain how public health, health care, and environmental health can work together or individually						
8.4 Collaborate in developing a vision for a healthy community						
8.5 Analyze assets and barriers that may affect policies, programs, services, and research						
8.6 Provide opportunities for professional development						
8.7 Ensure participation in professional development opportunities						
8.8 Modify practices in response to systems change						
8.9 Contribute to continuous performance improvement						
8.10 Advocate for the role of public health and the environment in population health						

Your average score for the **Leadership and System Thinking Skills** domain is

0

Your average score can range between 1 and 4. A score closer to 1 may indicate a need to focus on improving skills within this domain. A score closer to 4 indicates a higher degree of competency in the area.

Training Preferences Survey

The following questions will gauge your preferences for training topics, format, and delivery method. This section will take between five and ten minutes.

Below is a list of training topics. Please select only the trainings that you think would be beneficial for you and/or for your staff.

Trainings

This chart appears both for supervisors and non-supervisors according to skip logic

(Adding topics on racial justice/racism and COVID-19)

	Training I would like to have	Training I need for my job	Training my staff needs
Advocacy versus lobbying			
Client confidentiality and HIPAA			
Customer service			
Emergency and disaster preparedness			
Environment 101			
Kansas Open Records Act (KORA)			
New employee orientation and procedures (supervisor, employee, intern)			
Public Health 101			
Quality improvement			
Self-care			
Workplace conduct; interacting with others in the workplace; dealing with conflict			
Community Health Assessment			
Community Mobilization and Engagement			
Dealing with navigating an ever-changing environment (change management)			

Environmental Assessment			
Program planning			
Public health accreditation			
Social and Economic determinants of health			
Systems thinking			
Using systems approaches in public health and environment			
Using evidence-based programs, policies, and practices			
Working with policy makers and stakeholders			
Developing and delivering training			
Developing promotional materials			
Effective project management (e.g. budgeting, purchasing, and contract procedures)			
Technical writing: summarizing information effectively, grant-writing, policies and procedures			
How to access and interpret web-based data			
Social media conduct			
Working with/interpreting regulations and/or statutes			
Understanding cultural responsiveness			

Any other trainings requested (text box)

Technology Trainings

Next is a list of technology-based training topics. Please only select the trainings that you think would be beneficial for your job and/or for your staff.

Web searches 101			
File sharing (e.g. Share Point, Google Drive,)			
Microsoft Office Suite (Microsoft teams etc.)			
GIS			
Statistical packages			
Survey software			
Presentation software (i.e. Prezi)			
Data visualization			
Online meeting programs (Zoom, Go-to-Webinar,			
State data systems (Electronic records, DAISEY, ImageNOW, ESSENCE etc.)			

Other technology training _____

Training Formats

Please indicate your level of interest in pursuing training/education offered in the following formats:

Training Formats

	Not interested	Somewhat interested	Very interested
On-site training at your work place			
Live training			
Lunch-and-learn (training session during lunch hour)			
Webinar (prescheduled)			
Self-directed learning with provided learning materials, such as print and/or Internet-based materials)			

Other training formats requested (text box) _____

How important is the provision of CEUS when you choose training?

● Not important

- ~~Somewhat unimportant~~
- ~~Somewhat important~~
- ~~Very important~~

Do you need CEUS to maintain your job, license, or certification? Y/N

Results for all Core Competency Domains

If you would like to keep the results of your scores for Section 2, press the PRINT option on the lower left hand corner of the page.

To access a list of training resources for a particular public health competency, click the title of the domain in the left-hand column below. You are able to then view, save, and print a list of suggested KansasTRAIN courses and available live trainings to help improve your proficiency in a particular domain.

Domain	Score
1. Analytical/Assessment Skills	
2. Policy Development/Program Planning Skills	
3. Communication Skills	
4. Cultural Competency Skills	
5. Community Dimensions of Practice	
6. Public Health Science Skills	
7. Financial Planning and Management Skills	
8. Leadership and Systems Thinking Skills	

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