



# **COMPETENCY ASSESSMENT FILE**



## **Section I**

- \* Personal and professional data
- \* Privacy act statement



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## **Section II**

- \* Job description
- \* Evidence of completion of organizational and duty specific orientations
- \* Evidence of completion of initial and recurrent core competency assessment
- \* Evidence of completion of age specific knowledge competency assessment
- \* Evidence of completion of institution specific required in-service education (infection control, safety, patient rights)
- \* Evidence of completion of periodic appraisal of employee's performance
- \* For USAR/ ARNG members, copies of civilian employment documentation, unit duty requirements, documents related to duty at AD MTFs.



# COMPETENCY ASSESSMENT FILE



## Section III

- \* Verification of education, degree and any post-graduate education/training or other professional certification
- \* Verification of professional military education, readiness training, education related to clinical competence, or CEU producing programs or courses
- \* Current signed curriculum vitae
- \* Other professional achievements (published articles, books, committee membership, community service)



# **COMPETENCY ASSESSMENT FILE**



## **Section IV**

- \* Verification of licensure, certification, registration or other authorizing documents
- \* Evidence of BLS, ACLS, ATLS, and/or PALS certification



# **COMPETENCY ASSESSMENT FILE**



## **Section V**

- \* Professional experience (letters of reference, appreciation, commendation, letters in recognition or performance or community service; and any awards)



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**Section VI**

\* Miscellaneous and Other  
Supporting Documents