

## FQHC Board of Directors Self Evaluation Questionnaire

**Instructions:** Using the scale below, for each statement, write in the number (from 1-5) that best corresponds with your perception: 5=To A Great Extent, 4=To A Significant Extent, 3=To A Limited Extent, 2= Never or Not at all, 1= Unsure

### Core Responsibilities

**To What Extent Does this Board...**

1. \_\_\_\_\_...Effectively articulate your organization's mission to the community
2. \_\_\_\_\_...Stay focused on strategic, overarching issues and not day to day operations
3. \_\_\_\_\_...Have an effective, ongoing system for updating policies and procedures as needed
4. \_\_\_\_\_...Evaluate the performance of the CEO, at least annually
5. \_\_\_\_\_...Fully support the CEO in accomplishing their directives
6. \_\_\_\_\_...Understand industry trends and engage in effective long term strategic planning
7. \_\_\_\_\_...Ensure adequate financial controls and practices to prevent fraud and abuse
8. \_\_\_\_\_...Ensure well defined lines of authority to protect the organization's assets
9. \_\_\_\_\_...Actively participate in the annual financial audit and budgeting process
10. \_\_\_\_\_...Understand FQHC and healthcare financial, operational and clinical benchmarks
11. \_\_\_\_\_...Actively monitor progress toward strategic and programmatic goals
12. \_\_\_\_\_...Engage in constructive, ongoing communication with the CEO
13. \_\_\_\_\_...Ensure locations and hours that are easily accessible to patients
14. \_\_\_\_\_...Ensure sliding fee discount policies make it easy to apply and qualify for discounts
15. \_\_\_\_\_...Strive to understand the health outcomes and disparities, socio-demographic characteristics and challenges faced by residents in your service area
16. \_\_\_\_\_...Monitor quality benchmarks, including clinical outcomes and patient experiences with care
17. \_\_\_\_\_...Effectively mitigate, identify and manage risks, and ensure a culture of safety
18. \_\_\_\_\_...Ensure compliance with relevant laws and regulations and with the health center program requirements

**Comments on Board Responsibilities (Continue on back if necessary):**

### Board Composition and Recruitment

**To What Extent...**

1. \_\_\_\_\_...Is the board the "Right size" (Enough people to accomplish the work - with everyone meaningfully engaged)
2. \_\_\_\_\_...Does the board adequately represent the demographics of the populations served
3. \_\_\_\_\_...Is there a thoughtful, ongoing process for recruiting new board members
4. \_\_\_\_\_...Do new board members receive adequate orientation and ongoing training
5. \_\_\_\_\_...Does the board have adequate finance, clinical and legal representation
6. \_\_\_\_\_...Do board members stay on the board for a significant period of time (low turnover)
7. \_\_\_\_\_...Is there sufficient board turnover to bring in needed perspectives, energy and ideas

**Comments on Board Composition and Recruitment (Continue on back if necessary):**

### Board Committees

**To What Extent...**

1. \_\_\_\_...Does the organization have highly productive committees with well-defined functions
2. \_\_\_\_...Does every board member serve on one and only one committee
3. \_\_\_\_...Do board members feel well-utilized and meaningfully engaged, but not overloaded
4. \_\_\_\_...Do committees help the full board understand key issues they are dealing with

**Comments on Committees (Continue on back if necessary):**

### Board Engagement and Commitment

**To What Extent....**

1. \_\_\_\_...Does everyone on the board know each other and feel a sense of cohesion and unity
2. \_\_\_\_...Does every board member attend meetings regularly
3. \_\_\_\_...Does every board member participate actively in board discussions
4. \_\_\_\_...Is there an active effort made to seek the input of consumers on the board
5. \_\_\_\_...Do individual board members actively seek the information they need to be effective
6. \_\_\_\_...Do board members fully understand what is expected of them
7. \_\_\_\_...Is there a mechanism to deal with, and if necessary dismiss, disruptive or non-contributing members
8. \_\_\_\_...Are there opportunities for board members to celebrate successes and accomplishments
9. \_\_\_\_...Are members asked how to improve the way the board functions

**Comments on Board Engagement and Commitment (Continue on back if necessary):**

### Board Meetings

**To What Extent....**

1. \_\_\_\_...Is there sufficient opportunity for discussion of important issues
2. \_\_\_\_...Do board members faithfully and constructively express their concerns
3. \_\_\_\_...Are board members meaningfully prepared for board meetings
4. \_\_\_\_...Do board members receive board materials well in advance of meetings
5. \_\_\_\_...Does the board use parliamentary procedure to run effective meetings
6. \_\_\_\_...Are board and staff conflicts prevented, identified and resolved effectively
7. \_\_\_\_...Are there strong, relevant agendas set for each board meeting
8. \_\_\_\_...Are members given opportunities to contribute to the agenda or suggest ways to improve meetings

**Comments on Board Meetings (Continue on back if necessary):**

