**Leadership Audit**

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| ***Element 7.1.2 Systems are in place to manage risk and enable the effective management and operation of a quality service.*** | DATE: |  |

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| **AREA** | **Documented**  Yes/No  (policy, procedure, guide) | **Readily available**  Yes/No | **Leadership is visible**  Yes/No |
| Purpose |  |  |  |
| Vision |  |  |  |
| Philosophy |  |  |  |
| Strategic Plan |  |  |  |
| Business Plan |  |  |  |
| Quality Improvement Plan |  |  |  |
| Curriculum/program |  |  |  |
| Governance/management |  |  |  |
| Position descriptions |  |  |  |
| Orientation/Induction |  |  |  |
| Professional Development |  |  |  |
| Code of Ethics |  |  |  |
| Appraisal/Development |  |  |  |
| Individual Improvements Plans |  |  |  |
| Communication & Feedback  (regular) |  |  |  |
| Code of Conduct |  |  |  |
| Resolution (Grievance) |  |  |  |
| Meeting process/agendas/reports |  |  |  |
| Other documents that promote leadership and/or its development |  |  |  |
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***Completed by*: NAME \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ POSITION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**