

CHAC Values Integration Appraisal Process

General Information

The **Values Integration Appraisal Process** for Catholic health organizations was prepared in 1997 by the Catholic Health Association of Canada in collaboration with the Catholic Health Association of Ontario and the Catholic Health Association of New Brunswick. It was revised in 2005 in collaboration with the Provincial Catholic Health Associations.

This process helps an organization reflect on, appreciate, celebrate and build upon the good things that are happening in the organization. It also provides an opportunity to identify areas that may need to change or improve.

It is a valuable tool for:

- identifying the extent of the integration of values within the organization
- educating about values
- providing a benchmark for growth.

The process produces a snapshot of the way values are lived within the organization as seen by those who know it well. The steps include:

- The board of directors/advisory council commits itself to the process.
- Someone from within the organization is chosen as a VIA Facility Coordinator. An External Consultant (someone trained in the process) assists the Facility Coordinator to set the process in motion.
- A selection (5-10%) of staff as well as representatives from owners/sponsors, board/advisory council, physicians, volunteers, clergy, patients/residents/clients, family and community respond to the survey. This is best accomplished in a facilitated group process.
- Surveys are collated and a report is prepared.
- The organization receives a certificate and celebrates its achievements.

A request to participate in this process is sent to CHAC who provides the license and the resources required for a nominal fee. Usually, the Provincial Catholic Health Association will provide details about implementing the process in the facility.



Values Integration Appraisal Process

Descriptions

External Consultant

A person from outside the organization who has been trained to assist in implementing the Values Integration Appraisal Process

Facility Coordinator

A person from within the organization who has been appointed to lead the implementation of the Values Integration Appraisal Process, assisted by the External Consultant.

Facility Facilitators

Persons from within the organization who have been chosen to assist in facilitating the focus group sessions (if the size of the facility and/or the number of participants require it).

VIA Council

The VIA Council is composed of representatives from CHAC and the Provincial Catholic Health Associations. The Council meets twice a year to oversee and evaluate the implementation of the Values Integration Appraisal Process.