



Health Specialisation Skills Audit

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Welcome to the ALIA PD Scheme Health Specialisation Skills Audit. The skills audit will help you identify gaps in your knowledge and provide guidance for choosing your most appropriate continuing professional development activities.

The audit supports the [eight key competencies](#) identified by ALIA Health Libraries Australia (HLA) as required for health library and information professional certification in Australia.

Outlined below is a table of the eight competencies and the associated guiding skills.

When marking the tables, consider how well you think you can apply the skill:

- 'Really Well'** means that you are very proficient, and have an advanced level of knowledge or skills
- 'Well'** means that you are more than just proficient, but you could still learn more about the skill
- 'I Can Do This'** means you are proficient and have a basic level of knowledge or skills
- 'More Practice'** means that you are not quite proficient, and need to learn more about this skill or knowledge
- 'Learn This'** means that you need to learn this skill or knowledge
- 'No Interest'** means that this skill or knowledge has no interest to you or the career path you are pursuing. It could also be something you may wish to learn later in your career.



1. **The health environment:** The health sciences, and the health and social care environment, and the policies, issues and trends that impact on those environments.

I maintain current knowledge of health and social care systems in Australia, including developments in:

	Really well	Well	I can do this	More practice	Learn this	No interest
(a) the health and social care, research and education sectors						
(b) health systems research, policy development, and models of care						
(c) research into illness and disease, and into prevention and wellness						
(d) health sciences professions: their education frameworks and academic pathways, registration and professional development requirements, and library and information services needs						
(e) the legal and regulatory frameworks for health systems and professions						
(f) policies and standards of relevant government, corporate and professional bodies						
(g) ethical issues in health and health information practice						
(h) the parent organisation's structure and aligning with the organisation's strategic direction						



2. Reference and research services: Health reference and research services and delivering best practice information services.

I connect users with the information that they need at the right time and place, and in the right format, through:

	Really well	Well	I can do this	More practice	Learn this	No interest
(a) information needs analysis						
(b) reference and research consultation services						
(c) designing expert literature search strategies						
(d) sourcing and delivering information resources in customised formats						
(e) liaison, embedded, informationist or clinical librarianship activities						
(f) design and delivery of alerting services						
(g) participating in systematic and other types of literature reviews						
(h) supporting and participating in conducting well-designed knowledge and evidence syntheses						
(i) participating in policy review and compliance auditing						



3. Resources: The management of health knowledge and information resources in a variety of formats.

I have the ability to manage and contribute to my organisation’s evidence base comprising all types of health data, information, and knowledge, through:

	Really well	Well	I can do this	More practice	Learn this	No interest
(a) collection analysis, development and management						
(b) procurement, negotiating with publishers and providers of resources, and licensing						
(c) rights management						
(d) protecting and preserving knowledge and resources, and ensuring they are discoverable						
(e) protecting and preserving knowledge and resources, and ensuring they are discoverable						
(f) copyright compliance						
(g) cataloguing, classification, MESH and other schema						
(h) thesauri, subject indexing and metadata						
(i) digitisation and digital repository management						
(j) database design						
(k) organisational policy/procedure creation and use						
(l) organisational data and systems integration						
(m) research data management						



4. Leadership and management: Leadership and management theory and practice.

I know and apply leadership and management theory, selecting actions that are appropriate to the situation, driving and/or contributing at a personal level and a service level through:

	Really well	Well	I can do this	More practice	Learn this	No interest
(a) strategic and business planning						
(b) service improvement						
(c) human resources management						
(d) budgets, financial management and fiscal accountability						
(e) risk management						
(f) project management						
(g) space, facilities and technology management						
(h) policy and procedure development and application						
(i) review and evaluation of library and information services and programs						
(j) marketing, public relations, advocacy and communications						
(k) leading and inspiring teams						
(l) influencing key stakeholders						
(m) understanding equity, multicultural, diversity and cultural issues						
(n) horizon scanning for innovative service and practice improvements						



5. Digital, ehealth and technology: The digital and ehealth context, and the technology and systems used to manage data, information and knowledge resources in the delivery of library and information services.

I am aware of, understand, am involved with, and use information and communications technologies, including:

	Really well	Well	I can do this	More practice	Learn this	No interest
(a) library management systems						
(b) web and network management services						
(c) mobile technologies and applications, including systems interoperability						
(d) identity management and authentication systems						
(e) industry standards relating to eResource management (e.g. link resolvers, Knowledge Base and Related Tools (KBART), Shared Electronic Resource Understanding (SEUR), COUNTER and SUSHI, APIs etc)						
(f) content, learning, research data, repository, and database management systems						
(g) business intelligence systems						
(h) electronic medical records, patient portals, computerised physician order sets, and integration of point-of-care knowledge resources						
(i) understanding data analytics and 'data as evidence' in clinical decision-making, policy and research contexts						
(j) understanding the principles of cybersecurity and information privacy						



6. Health literacy and teaching: Health literacy, curricular design and instruction, and teaching the information skills associated with evidence-based practice.

I understand adult education methods and the skills related to educating and training others, and have the ability to:

	Really well	Well	I can do this	More practice	Learn this	No interest
(a) conduct training needs assessments						
(b) identify and integrate existing educational and vocational frameworks and benchmarks						
(c) develop, deliver and evaluate training programmes						
(d) engage in and or/develop consumer health literacy programmes						
(e) use instructional methodologies, including innovative technologies and technology-enhanced learning						
(f) model evidence-based information practice (ie. identify the need for information; search the literature; find, critically appraise and synthesise evidence; and manage references for literature reviews)						



7. Health research: Health research and the application of health research methodologies.

I understand and practice scientific research methods, including:

	Really well	Well	I can do this	More practice	Learn this	No interest
(a) quantitative and qualitative research methods						
(b) interpreting and presenting data and statistical analyses						
(c) data science, research data management, 'big' data, and data analysis						
(d) conducting research, quality improvement and innovation projects						
(e) critically examining and filtering research literature from many related disciplines						
(f) promoting scholarly communication						
(g) facilitating knowledge translation and evidence-based practice that incorporates sources of patient data as well as published evidence						
(h) promoting open science and open access to government-funded research outputs						



8. Professionalism: Health information professionalism.

I maintain currency of professional knowledge and practice and uphold professional standards and values through:

	Really well	Well	I can do this	More practice	Learn this	No interest
(a) membership and participation in their professional associations						
(b) undertaking formal and informal continuing professional development activities						
(c) maintaining professional certification through the ALIA Health Specialist PD Scheme ¹ to achieve the competency						
(d) conducting research and publishing in the professional literature						
(e) teaching and mentoring others						
(f) advocating for the health information professions						
(g) collaborating with other professionals to improve health care, health literacy and access to healthcare information						
(h) contributing to society through sharing specialist knowledge and expertise						