



POSITION DESCRIPTION

Opportunity: Quality Assurance (QA) Assessor — Professional and Quality Practice Program (PQPP)

Engagement: Contractor

Arrangement: Remote in BC

Territorial Acknowledgement

The offices of the College of Health and Care Professionals of British Columbia (CHCPBC) are located on the ancestral and unceded territories of the Coast Salish Peoples — specifically, the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish) and səliłwətał (Tsleil-Waututh) Nations — the ləkʷəŋən (Lekwungen) Peoples — represented today by the Songhees and xʷsepsəm (Esquimalt) Nations — and the WSÁNEĆ (Saanich) Peoples — including the BOKKÉĆEN (Pauquachin), STÁ,UTW (Tsawout), WOLÉLP (Tsartlip), and VÍKEM (Tseycum) Nations.

Opportunity Summary

The College of Health and Care Professionals of British Columbia (CHCPBC) invites expressions of interest from eligible licensees to serve as Quality Assurance (QA) Assessors within its Professional and Quality Practice Program (PQPP). QA Assessors conduct assessments of selected licensees' application of the Ethics and Practice Standards in day-to-day practice, supporting professional learning, safe care and the College's public protection mandate.

Assessments are conducted by trained QA Assessors from the same designated health profession as the licensee being assessed. The work is evidence-informed and guided by established assessment processes, scoring rubrics and reporting requirements.

Commitment and Training

Successful candidates will receive training over the course of **3 virtual, group based half-day training sessions**. Pre-reading materials and individual assignments are completed between the half-day training sessions as part of the training. It is anticipated that these training sessions will occur in **January through March 2027**. Participation in all training is required to ensure QA Assessors have the necessary skills and abilities to perform QA Assessments.

Each QA Assessor is expected to be available from **April 1 through June 30, 2027** to organize, schedule, plan, conduct and complete QA Assessments. The estimated time commitment is 20-30 hours total over this three-month period.

Key Responsibilities

- Maintain the knowledge, skills and abilities needed to conduct consistent PQPP QA Assessments and complete all training required by CHCPBC.
- Coordinate, schedule and conduct virtual individual QA Assessments with selected licensees.
- Apply prescribed assessment processes, scoring rubrics and relevant Ethics and Practice Standards consistently and objectively.



- Provide feedback to support licensees' learning, and score, document and submit assessment results in the prescribed format and timelines.
- Maintain regular communication with and accountability to designated CHCPBC PQPP staff.
- Identify and manage conflicts of interest, and safeguard the privacy and confidentiality of quality assurance information.
- Comply with the Health Professions and Occupations Act (HPOA), relevant legislation, CHCPBC bylaws, standards, policies and procedures.

Qualifications and Core Competencies

- Hold a licence without limits or conditions in the relevant designated health profession and have training, experience or expertise in clinical practice or peer review (Bylaw 11.9(a) and (b)).
- Have at least five years of recent clinical practice or peer review experience, preferably across a range of practice settings and roles.
- Demonstrate experience in professional competence or performance assessment and the ability to differentiate assessment from coaching.
- Demonstrate a strong understanding of CHCPBC Ethics and Practice Standards and their application in varied practice contexts.
- Be able to analyze observational and qualitative performance information and record findings objectively and clearly.
- Communicate effectively and apply CHCPBC's Communications Standard in assessment interactions.
- Demonstrate sound judgment, professionalism and the ability to navigate challenging situations, collaborate and maintain a public protection focus.
- Be comfortable using online platforms, virtual meetings, digital forms and related information technology.
- Demonstrate knowledge and skills that support reconciliation with Indigenous Peoples, the UN Declaration on the Rights of Indigenous Peoples, anti-racism and anti-discrimination approaches.

Background

- The Professional and Quality Practice Program (PQPP) is the College of Health and Care Professionals of British Columbia (CHCPBC) quality assurance program under the Health Professions and Occupations Act (HPOA) that came into force in April 2026. The purpose of the PQPP is to improve patient outcomes, and support health professionals' learning and performance by:
 - Taking a unified approach to ensure consistency in public protection while reflecting profession-specific uniqueness;
 - Assessing, monitoring, and supporting health professionals' individual and collaborative performance, which is central to the delivery of safe care and improved patient outcomes;
 - Including cultural safety and humility, health equity, and anti-discrimination initiatives;
 - Supporting the prevention of harm by proactively identifying and addressing professional, practice, and personal factors that may impact professional performance;
 - Aligning with harmonized standards that will guide and inform PQPP content; and,



- Meeting the expectations for quality assurance and the guiding principles in the HPOA.
- The PQPP is considered a program of assessment. It incorporates assessment for learning and of learning through a variety of PQPP tools and activities, including:
 - Continuing Professional Development (CPD) Annual Touchpoints
 1. Standards Review
 2. Standards Quiz
 3. Inventory of Performance
 4. Inventory of Learning
 - Practice Support and Resources
 - **Quality Assurance (QA) Assessments** (for selected licensees)
- QA Assessments are conducted to assess selected licensees' application of the Ethics and Practice Standards to their day-to-day practice. These evidence-informed and data-driven assessments are designed to help licensees maintain up-to-date sound professional judgment and ethical, competent practice.

Expression of Interest

Interested candidates are invited to submit an up-to-date resume and a one-page expression of interest letter to careers@chcpbc.org, with the subject line: PQPP QA Assessor.