

Instructions for Use of the Professional and Personal Attribute Comparison Form on the Next Page (or the Reverse Side of This Sheet).

Use pencil and change ratings as needed as you learn about your professional choice. No rating number should exceed about a third of the total. Changing the rating on one attribute may require a re-evaluation of others to obtain balance.

Make sure you understand what each attribute means. Use a dictionary if needed. Fill in rating numbers for each of the attributes in Column A for professional attributes and in Column B for your ratings of your own personal attributes. This will require gaining knowledge of the particular health profession you are planning to enter and a knowledge of yourself. As your knowledge of the profession improves, particularly in your examination of the day-to-day activities of the professionals in the profession, you may need to adjust the importance of certain attributes over others as you learn about a profession or understand yourself more. Be able to give general and specific examples of the importance of an attribute to the profession. Be careful not to overrate any attribute based on a single example.

Initially and routinely thereafter, compare rating numbers of attributes entered in Column A with those in Column B. What particular attribute strengths do you possess in comparison to the perceived attribute requirements of the profession? If you rate yourself high on any particular attribute, you should be prepared to give specific examples that demonstrate that attribute to others.

What attribute weaknesses will require development over the next several years, particularly those indicated as important in the profession?

Develop specific plans to improve attribute weaknesses important in a chosen profession. Actions and activities should begin immediately or as early as possible before the professional program application process is initiated. Be able to explain to others (1) the specific weaknesses

you have identified, (2) the plans that you have set into place to improve each of them, and (3) the progress you have made in improving them to date. **When applicants are able to relate the attributes of a profession in personal terms, they are demonstrating an understanding of the profession. It is this understanding that is being evaluated primarily in interviews and in personal statements.**

Rating Scale: Attributes Required for the Profession (Column A):

"1" A very important attribute in professional practice.

"2", "3", and "4" Attribute in decreasing order of importance in professional practice.

"5" This attribute is less important in professional practice.

As you learn more about attributes that define your planned profession, it may be necessary to adjust your ratings from time to time.

Rating Scale: My Personal Attributes (Column B):

"1" This is a very strong personal attribute of mine.

"2", "3", and "4" These strong personal attributes are ranked in decreasing order.

"5" This is currently a weak personal attribute that needs development.

Professional and Personal Attribute Comparison Worksheet

(Use **pencil**. Instructions are on the previous page (or reverse side).)

Prof. Col A	Pers. Col B		Prof. Col A	Pers. Col B	
___	___	Accuracy	___	___	Initiative
___	___	Altruism	___	___	Judgment
___	___	Appearance	___	___	Knowledge
___	___	Common Sense	___	___	Leadership
___	___	Communication Skills - computer	___	___	Learning Ability
___	___	Communication Skills - oral	___	___	Loyalty/Dedication
___	___	Communication Skills - written	___	___	Manual Dexterity
___	___	Competency	___	___	Maturity
___	___	Compassion	___	___	Mental Capacity and Application
___	___	Cooperation	___	___	Motivation
___	___	Coping Skills	___	___	Organization
___	___	Creativity/Imagination	___	___	Patience
___	___	Decision Making	___	___	Perserverance
___	___	Delegating	___	___	Personality
___	___	Dependability	___	___	Planning
___	___	Development – Personal	___	___	Professionalism
___	___	Efficiency	___	___	Punctuality
___	___	Emotional Stability	___	___	Quality of Involvement
___	___	Empathy	___	___	Quantity of Involvement
___	___	Enthusiasm/Interest	___	___	Reliability
___	___	Evaluation Skills	___	___	Respect
___	___	Ethical Standards	___	___	Relationships with Others
___	___	Forbearance	___	___	Responsibility
___	___	Forgiveness	___	___	Selflessness
___	___	Handling Criticism	___	___	Supervisory Skills
___	___	Handling Stress	___	___	Tact and Diplomacy
___	___	Having Realistic Goals/Objectives	___	___	Time Management
___	___	Humility	___	___	Tolerance
___	___	Improvement (Self)	___	___	Versatility
___	___	Industry	___	___	Work Ethic