

# Individual Change Competency ADKAR Assessment

The ADKAR model for change management is a results-oriented approach used to:

- Manage personal transition
- Focus conversations about change
- Diagnose gaps
- Identify corrective actions

The goal of ADKAR is to give each individual the knowledge and tools to be successful in change. The model is useful in assessing where you are in your personal change journey. Take the quick self-assessment below to identify your ADKAR stage.

## ADKAR Self-Assessment

<p><b>AWARENESS</b></p> <ul style="list-style-type: none"> <li>• I understand the importance of responding quickly and efficiently to internal and external pressures to change</li> <li>• I understand what change competency is and the associated risk of not developing change competency</li> <li>• I understand the reasons and drivers for making this change</li> </ul>	<p><i>Review these reasons and ask yourself the degree to which you understand all the reasons for building change competency. Rank on a 1-to-5 scale (1 score for all three bullets).</i></p> <p style="text-align: right;">Score: ____/5</p>
<p>Notes:</p>	

<p><b>DESIRE</b></p> <ul style="list-style-type: none"> <li>• I recognize the impact on my role and operations if change competency is not developed</li> <li>• I am motivated to create change competency</li> <li>• I acknowledge that the ability to change is critical to the organization</li> </ul>	<p><i>Consider these motivating factors including your conviction in these areas. Assess the desire to change. Rank on a 1-to-5 scale.</i></p>
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<ul style="list-style-type: none"> <li>I am ready and willing to begin the journey towards a change competent organization</li> </ul>	<p style="text-align: right;">Score: ____/5</p>
<p>Notes:</p>	

<p><b>KNOWLEDGE</b></p> <ul style="list-style-type: none"> <li>I have the base knowledge of what change looks like and what skills are needed</li> <li>I am seeking out and receiving education/training to support me in upcoming changes to my role</li> <li>I have a basic understanding of change management theories and practices</li> <li>I can apply change management principles and tools to the upcoming changes</li> </ul>	<p><i>Do you have a clear understanding of the required skills and knowledge? Have you received training or education in these areas?</i></p>
<p>Notes:</p>	<p style="text-align: right;">Score: ____/5</p>

<p><b>ABILITY</b></p> <ul style="list-style-type: none"> <li>I possess and effectively utilize the tools and processes to manage change</li> <li>I routinely apply my knowledge and skills to overcome barriers, learn new processes, and support others through change</li> <li>I proactively seek out new skills and abilities to support me in my role</li> </ul>	<p><i>To what extent do you have the ability to implement new skills, knowledge, and behaviours? Rank on a scale of 1-to-5.</i></p>
<p>Notes:</p>	<p style="text-align: right;">Score: ____/5</p>

<p><b>REINFORCEMENT</b></p> <ul style="list-style-type: none"> <li>• My team encourages and rewards successful change</li> <li>• Successes are reinforced and resistance to change is identified and managed</li> <li>• Change is part of “business as usual”</li> </ul>	<p><i>To what degree are reinforcements in place to support and maintain change? Rank on a scale of 1-to-5.</i></p>
<p>Notes:</p>	<p>Score: ____/5</p>

## Your ADKAR Results

When you complete the assessment above, put your corresponding score for each ADKAR phase into the table below. The first score below a ‘3’ indicates your barrier point. This is where you will need to focus your efforts to move through the model.

Brainstorm some actions to support you in moving to the next ADKAR phase? What do supports do you need? Questions answered?

ADKAR	Score	Actions to Develop
A		
D		
K		
A		
R		