

Evaluation Template

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|  | **Activity Title:** |
| **Instruction and Exemplar**  (Remove before submission) | Instructions:  Evaluation is an essential component of the continuous quality improvement process within healthcare. It helps to identify areas for improvement and to make evidence-based decisions about how to allocate resources for future educational activities.  Evaluations can be built out as electronic (survey) or hard copy form. Responses must be collected and processed by the Activity Organiser.  Evaluations may be tailored to capture additional information; however, the following questions are mandatory: |
| Please rate to what degree of proficiency you have from the following learning outcomes:  Insert learning outcome 1  ☑ Not yet proficient  ☑ Not sure  ☑ Proficient |
|  | Repeat above question for each learning outcome submitted: |
|  | Please rate what degree this activity was relevant to your practice:  ☑ Not relevant  ☑ Partially relevant  ☑ Relevant |
|  | I was provided opportunities to identify gaps in my knowledge:  ☑ Yes  ☑ No |
|  | Does this activity motivate you to change systems, processes in your practice that would improve patient or practice safety and/or care?  ☑ Yes  ☑ No  ☑ Maybe |
|  | If yes/maybe, describe what changes you might make:  Free text box |
|  | How might these changes be monitored?  Free text box |
|  | How might you continue learning about this/these topics?  Free text box |