

**Excellence in Interprofessional CPD Award
Evaluation Form**

1-poor	2-fair	3-good	4-above average	5-exceptional	
Criteria				Score	Comments
<ul style="list-style-type: none"> • Description of project is well-articulated, well planned and goals clearly stated 					
<ul style="list-style-type: none"> • Impact on enhancing/improving IPE evident 					
<ul style="list-style-type: none"> • Needs Assessment <ul style="list-style-type: none"> ○ Extent of assessment ○ Comprehensiveness of sources (eg, past participants input from evaluations, input from representatives from target audience, published gaps in literature, new information published relevant to topic and audience) ○ Methods (e.g. past evaluations, surveys, informal input sought, focus groups, literature searches) 					
<ul style="list-style-type: none"> • Evaluation Opportunities <ul style="list-style-type: none"> ○ What methods were used to evaluate course and presenters? <ul style="list-style-type: none"> ▪ Quantitative, opportunities for qualitative feedback through comments, ratings for lecturers as well as sessions, ability to evaluate if session met stated objectives as well as if it met the personal participant objectives ○ Ample opportunity for feedback/evaluation? 					
<ul style="list-style-type: none"> • Evaluation Feedback <ul style="list-style-type: none"> ○ Numeric data ○ Comments 					
<ul style="list-style-type: none"> • Learning Outcomes /Fulfillment of course objectives <ul style="list-style-type: none"> ○ Data documenting learning outcomes were achieved (e.g. Test scores, participant rating of personal achievements in course, scores showing change in attitudes, knowledge or behaviours, participant ratings of likelihood of change) 					
Overall Score (addition of all of above Max=30)					