

Section 8: Logistics and Resources



8.1 Overview

This section contains many resources and logistics to help you in case you need them. You can use them; adjust them to your needs, etc.

Here’s a brief list:

- Workshop Schedules to be given to all participants
- List of activities and who is in charge to help during the workshop
- Various checklists to make sure the materials and equipment are ready
- Some worksheets to help the organization of groups: We had four debriefers to be divided into four groups along with four facilitators. A location plan has been prepared that includes, the name of the facilitator, the name of the debriefer, and the group number of participants. (In addition, each participant was given a number to use all along the workshop and to include in the surveys to make this anonymous.) This list was given to all debriefers, facilitators and participants to allow them to know their way to the rooms where activities were taking place. (see example)

Name	Group #	Day 1	Activities	Room Location
Debriefer name	Group 2		Medical Case Scenario 1	F48D
Debriefer name	Group 2		Teamwork Games	G60
Etc.	Etc.		Medical case scenario 2 & debriefing	F48A
Name	Group #	Day 2	Activities	Room Location
Etc.	Etc.		Medical Case Scenario 3 & debriefing	F48A
			Medical Case Scenario 4 & debriefing	F48D

- List of attendance sheets: attendance was taken twice a day, at the beginning and the end of the workshop for each day.
- Receipts of Payment:
 - For standardized patients payment
 - For students participants payment
- Certificate: Once names of participants were confirmed certificates were printed and signed.
- Resources for the trainer

8.2 Day 1–Workshop Schedule

- ✚ Participants need to be available on campus at 7:30am
- ✚ Workshop starts at 8:00am and ends at 02:15pm

Timing	Activities
7:30am – 8:00am	Participants need to be available on campus
8:00am - 8:15am	Welcoming note
8:15am - 8:40am	Data gathering – Surveys (Readiness of InterProfessional Learning (RIPL), Attitude, Perception)
8:40am - 9:00am – Breakfast	
9:00am - 9:15am	Medical Case Scenario 1
9:15am - 9:30am	PowerPoint presentation about Interprofessional communication and shared decision-making
9:30pm - 10:45am	Logos and slogan activity & large group debriefing
10:45am - 11:00am	The getting consensus game & large group debriefing
11:00am - 11:15am	The island game & large group debriefing
11:15am - 12:30pm – Yummy Lunch	
12:30pm - 12:55pm	Data gathering – Survey (Role clarification) PowerPoint presentation about role clarification
12:55pm - 1:15pm	Videotaping about role clarification
1:15pm - 1:30pm	Medical case scenario 2
1:30pm - 1:45pm	Small group debriefing
1:45pm - 1:55pm – Coffee Break	
1:55pm - 2:10pm	Focus group questions
2:10pm - 2:15pm	Closing note

References:

Salvatori, P., Mahoney, P., & Delottinville, C. (2006). An interprofessional communication skills lab: A pilot project. *Education for Health, 19*(3), 380-384.

Learning Objectives Day 1

At the end of this workshop the participant should be able to gain the following competencies:

Interprofessional communication

1. Utilizes effective communication skills with each other
2. Discloses and effectively communicates ethical issues with each other
3. Demonstrates through application an understanding of respect, empathy, and cultural sensitivity when communicating with each other
4. Demonstrates through application an understanding of the principles of team communication
5. Communicates to ensure common understanding of work decisions
6. Ensures that accurate and timely information reaches those who need the information
7. Understands and applies the organizations approved standards of communication, internally and externally

Shared decision-making

1. Exchanges knowledge/skills with other team members at all times to promote collaborative practice when assessing, developing, and planning
2. Acknowledges each discipline's perspective during team meetings and/or interprofessional exchanges
3. Involves all members of the team in the decision-making process related to planning and implementing
4. Seeks to create actively and support a climate of shared decision-making and collaborative practice
5. Facilitates the integration of evidence-based practice into the shared decision-making process

Role clarification

1. Demonstrates through application an understanding of their own role
2. Understands scopes of professional practice and roles of each member of the healthcare team
3. Demonstrates respect for other healthcare professionals roles and responsibilities

8.3 Day2–Workshop Schedule

- ✚ Participants need to be available on campus at 7:30am
- ✚ Workshop starts at 8:00am and ends at 01:45pm

Timing	Activities
7:30am – 8:00am	Participants need to be available on campus
8:00am - 8:15am	Introductory note
8:15am - 8:30am	PowerPoint presentation about family and patient centered care
8:30am - 8:50am	Video 1 (Sidra) + Rubric (10 min)
8:50am - 9:10am	Video 2 + Rubric (10 min)
9:10am - 9:20am	Large group debriefing
9:20am - 9:40am – Breakfast	
9:40am - 10:00am	Medical Case Scenario 3
10:00am - 10:15am	Small group debriefing
10:15pm - 10:35am	Medical Case Scenario 4
10:35am - 10:50am	Small group debriefing
10:50am - 12:00pm – Yummy Lunch	
12:00pm - 12:45pm	Focus group questions, Surveys (RIPL, Attitude, Perception) and Evaluation (workshop evaluation)
12:45pm - 1:45pm	Closing note, certificate giving and group picture

References:

Salvatori, P., Mahoney, P., & Delottinville, C. (2006). An interprofessional communication skills lab: A pilot project. *Education for Health, 19*(3), 380-384.

Learning Objectives Day 2

At the end of this workshop the participant should be able to gain the following competencies:

Patient and Family centered care

1. Creates and sustains a therapeutically and ethically sound relationship with the patient and their family members
2. Demonstrates caring and respectful behaviors when interacting with the patient and their family members
3. Performs their professional roles and responsibilities in a culturally respectful way
4. Advocates for quality patient care and assist patients in dealing with health care system complexities
5. Provides education and support to the patient and their family members in a respectful and understandable manner
6. Encourages discussion and enables the patient and their family members to make informed choices about their healthcare
7. Includes the patient and their family members as part of the healthcare team

Interprofessional communication

1. Utilizes effective communication skills with the patient and their family members
2. Discloses and effectively communicates ethical issues with the patient and their family members
3. Demonstrates through application an understanding of respect, empathy, and cultural sensitivity when communicating with the patient and their family members
4. Demonstrates through application an understanding of the principles of team communication
5. Communicates to ensure common understanding of healthcare decisions
6. Ensures that accurate and timely information reaches those who need the information
7. Understands and applies the organizations (health agencies) approved standards of communication, internally and externally

Shared decision-making

1. Exchanges knowledge/skills with other members of healthcare teams at all times to promote collaborative practice when assessing, developing, and planning during the patient care process
2. Acknowledges each discipline's perspective during team meetings and/or interprofessional exchanges during the patient care process
3. Involves all members of the team as well as the patient and their family members in the decision-making process related to planning and implementing care
4. Seeks to create actively and support a climate of shared decision-making and collaborative practice
5. Facilitates the integration of evidence-based practice into the shared decision-making process

Role clarification

1. Demonstrates through application an understanding of their own role
2. Understands scopes of professional practice and roles of each member of the healthcare team
3. Demonstrates respect for other healthcare professionals roles and responsibilities

8.4 Day1–Workshop’s Activities

List of Activities/Content covered during the activities	Responsible & material required for activities	Size of group during activity	Debriefing
Welcoming note	<ul style="list-style-type: none"> Organizer/Person in charge of project 	Large group in large room	N/A
Data gathering – Surveys 1. Attitude Towards Interdisciplinary Learning and Student Development as Health Professionals 2. Readiness for Interprofessional Learning 3. Interdisciplinary Education Perception Scale	<ul style="list-style-type: none"> Need copies of surveys Facilitators will prepare & print all copies Facilitators will provide the copies to the participants 	Large group in large room	N/A
Medical Case Scenario 1	<ul style="list-style-type: none"> Need list of equipment Facilitators will prepare the equipment for the scenario Debriefers observe, but no debrief session Need equipment to record session 	Small group in lab room	No debrief
Students PowerPoint presentation 1. Interprofessional Communication and Shared Decision-Makin	<ul style="list-style-type: none"> Need equipment to show the PPT Facilitators will prepare the equipment to show the PowerPoint presentations PPT found on website 	Large group in large room	N/A
Logos and slogan activity	<ul style="list-style-type: none"> Facilitators will prepare the material required for the game Participants need binders Need equipment to record session 	Large group in large room	Review done by Organizer/Person in charge of project after the 3 rd game
The getting consensus game	<ul style="list-style-type: none"> Facilitators will prepare the material required for the game Participants need binders Need equipment to record session 	Large group in large room	Review done by Organizer/Person in charge of project after the 3 rd game
The island game	<ul style="list-style-type: none"> Facilitators will prepare the material required for the game Participants need binders Need equipment to record session 	Large group in large room	Review done by Organizer/Person in charge of project after the 3 rd game
Data gathering – Survey 1. Role Clarification — Persons in my	<ul style="list-style-type: none"> Need copies of surveys Facilitators will prepare & print all copies 	Large group in large room	N/A

Profession 2. Role Clarification — What is your opinion of persons in other professions? PowerPoint presentation 1. Role Clarification	<ul style="list-style-type: none"> Facilitators will provide the copies to the participants Need equipment to show the PPT PPT found on website Facilitators will prepare the equipment to show the PowerPoint presentations 		
Videotaping about role clarification 1. Semi-Structured Interviews to understand other roles a. They describe their role b. They describe the roles of others	<ul style="list-style-type: none"> Need equipment to record session Need questions for semi-structure interviews Facilitator will ask questions to participants 	Small group in lab room	N/A
Medical case scenario 2 1. Use the Rubric for Observing the Medical Scenarios	<ul style="list-style-type: none"> Need list of equipment Facilitators will prepare the equipment for the scenario Debriefers observe and debrief Need equipment to record session 	Small group in lab room	Debriefing by debriefer
Focus group questions	<ul style="list-style-type: none"> Need copies of focus group questions Facilitators will prepare & print all copies Facilitators will provide the copies to the participants 	Large group in large room	Debriefing by Organizer/Person in charge of project
Closing note	<ul style="list-style-type: none"> Organizer/Person in charge of project 	Large group in large room	Debriefing by Organizer/Person in charge of project

Equipment

Equipment for large room

- Laptop & Screen projector (to show the PowerPoint)
- Large paper (or whiteboard) to record information shared by participants

Equipment for smaller rooms

- Recording equipment in small room where games, scenarios, etc. occur
- Games material
- Scenario equipment (+ need hospital bed)

8.5 Day2–Workshop’s Activities

List of Activities/Content covered during the activities	Responsible & material required for activities	Size of group during activity	Debriefing
Introductory note	<ul style="list-style-type: none"> Organizer/Person in charge of project 	Large group in large room	N/A
PowerPoint presentation 1. Patient Centered Care	<ul style="list-style-type: none"> Need equipment to show the PPT PPT found on website Facilitators will prepare the equipment to show the PowerPoint presentations 	Large group in large room	N/A
Video 1 (Sidra) + Rubric (10 min) 1. The video is a bad model of how teams work in a healthcare environment 2. Use the Rubric to Assess Videos	<ul style="list-style-type: none"> Need video & rubric Video found on website Facilitators will prepare the equipment to watch video & fill in rubric 	Large group in large room	N/A
Video 2 + Rubric (10 min) 1. The video is a good model of how teams work in a healthcare environment 2. Use the Rubric to Assess Videos	<ul style="list-style-type: none"> Need video & rubric Video found on website Facilitators will prepare the equipment to watch video & fill in rubric 	Large group in large room	Debriefing by Organizer/Person in charge of project after the activity
Medical Case Scenario 3 1. Use the Rubric for Observing the Medical Scenarios	<ul style="list-style-type: none"> Need list of equipment Facilitators will prepare the equipment for the scenario Debriefers observe and debrief Need equipment to record session 	Small group in lab room	Debriefing by debriefer
Medical Case Scenario 4 1. Use the Rubric for Observing the Medical Scenarios	<ul style="list-style-type: none"> Need list of equipment Facilitators will prepare the equipment for the scenario Debriefers observe and debrief Need equipment to record session 	Small group in lab room	Debriefing by debriefer
Focus group questions	<ul style="list-style-type: none"> Need focus group questions Facilitators will prepare & print all copies Debriefer will provide the copies to the participants 	Small group in small room	Debriefing by debriefer
Data gathering – Surveys 1. RIPL 2. Attitude	<ul style="list-style-type: none"> Need copies of surveys and evaluation Facilitators will prepare & print all copies Facilitators will provide the copies to the participants 	Large group in large room	N/A



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<p>3. Perception and Evaluation 1. workshop evaluation</p>			
<p>Closing note, certificate giving and group picture</p>	<ul style="list-style-type: none"> Organizer/Person in charge of project 	<p>Large group in large room</p>	<p>Debriefing by Organizer/Person in charge of project</p>

8.6 IPE Workshop Checklist

Date:	Have	Need	Ready	Check
1- Workshop schedule (D1 and D2)				
2- Binders				
a. Dividers				
b. Printing inside binder material				
c. Notebooks				
d. Pens				
e. Outer cover and logo				
3- Surveys				
a. RIPL				
b. Attitude				
c. Perception				
d. RC 1				
e. RC 2				
f. Rubric 1				
g. Rubric 2				
h. Focus group questions				
i. WS D1 Evaluation				
j. WS D2 Evaluation				
4- Student WS consent form				
5- Video consent form				
6- Debriefing guide (R.U.S.T)				
7- R.U.S.T. Model				
8- Name tags				
a. Organizers				
b. Debriefers				
9- Attendance list				
a. Day 1 in				
b. Day 1 out				
c. Day 2 in				
d. Day 2 out				
10- Room schedule				
a. Debriefers				
b. Students (group. 1, 2, 3, 4)				

Date:	Have	Need	Ready	Check
11- Games' materials				
a. White cartons				
b. Colored markers				
c. Scissors				
d. Rulers				
e. Island game boxes				
f. White papers				
g. Cups				
12- Scenario materials				
a. Vital signs				
b. First aid kit				
c. Medical equipment				
13- Audio visuals				
a. Cameras				
b. Microphones				
c. Power bars				
d. Tripods				
e. Digital voice recorders				
f. Batteries (MIC, DVR)				
g. Camera Protocol				
14- Catering				
a. Menu				
b. Quote				
c. Purchase Order				
d. Setup				
15- Actors training				
16- SPs payment invoices				
17- Participants' money reception list				
18- Signs				
a. Rooms				
b. workshop				
19- USB (Presentations and videos storage for the workshop)				
20- Certificates and Envelops				

8.7 Medical Scenarios Equipment Checklist

Note: Hospital beds are required for all scenarios.

Food Poisoning

Equipment required for the scenario	Yes	No
• O ₂ sat monitor		
• Nasal prongs and /or Simple Face mask		
• Kidney based		
• IV solution		
• Simulation Room		
• Antibiotics: <ul style="list-style-type: none"> ○ Penicillin, ○ Amoxicillin, ○ Ampicillin & Carbenicillin 		

Asthma patient

Equipment required for the scenario	Yes	No
• NIBP		
• O ₂ sat monitor		
• Nasal prongs and/or simple face mask		
• Aerosol mask		
• Salbutamol		
• Atrovent		
• Hydrocortisone		
• Cardiac monitor		
• Resuscitation cart nearby		

COPD

Equipment required for the scenario	Yes	No
• Oxygen mask		
• Nasal cannula		
• 0.9% NaCl		
• IV tubing		
• IV Cannula		
• Cannula tape		
• Oral medication of the patient: <ul style="list-style-type: none"> ○ Prednisone, ○ Salbutamol, ○ Metoprolol (beta blocker), ○ Aspirin, ○ Nitroglycerin PRN, ○ Antidepressant – SSRI, ○ Lorazepam ○ Benzo antagonist 		

- | | | |
|---|--|--|
| <ul style="list-style-type: none"> • Make the patient look pale with makeup. | | |
|---|--|--|


Airplane Emergency

Equipment (for first aid airline medical bag):



- BP cuff
- O₂ masks/nasal prongs
- O₂ tank
- 2 normal saline 1000 ml IV bags
- Assorted IV cannulas
- IV tubing
- Tape, alcohol swabs, etc. for IV start
- Morphine IV
- Antiemetic IV

Equipment required for the scenario	Yes	No
• First aid airline medical bag		
• Regular medium sized bags		
• Aspirin pills		
• Voltaren 250mg/ml vial		
• Lorazepam pills		
• Antiemetic Vial		
• Panadol or Ibu-P		
• Medication bottle		
• Needles		
• Syringes		
• Tape		
• 0.95 NaCl		
• Alcohol swabs		
• Bag of vomit		

8.8 Camera Protocol Checklist

Checklist	Photo	Description	v
Video tested		Camera should be turned on, and recording videos should be tested  .	
Memory space		When you turn on the camera check the display button  to check if there are still videos in the memory.	
Camera charger is placed		All switches should be turned on.	
Power bar is placed		Power bars should be placed on the nearest (wall something?).	
Tripod is placed		Tripods should be placed on the red marks on the ground. It is different for each activity (follow the numbers). E.g.: X1	
Microphone		Microphones should be on  blue light). <u>Check Microphone Checklist</u>	
Batteries		One pack with each facilitator.	
Removing the videos from the camera to the hard drive		<u>Have someone in charge</u>	

8.9 Microphone Checklist

Checklist	Photo	Description	✓
Microphone base		<u>On (mono)!!</u>	
Lighting		<u>Have someone in charge</u>	

8.10 Group Number and Room Location Organization for Students

Student Group Number and Room Location (1 per group)

Group #	Day 1	Activities	Room Location	Room Type Required
		Welcoming note		
		Data gathering – Surveys (Readiness of InterProfessional Learning (RIPL), Attitude, Perception)		
		Medical Case Scenario 1		
		PowerPoint presentation about Interprofessional communication and shared decision-making		
		Teamwork Games		
		large group debriefing		
		LUNCH		
		Data gathering – Survey (Role clarification) PowerPoint presentation about role clarification		
		Videotaping about role clarification		
		Medical case scenario 2		
		Small group debriefing		
		Focus group questions		
		Closing note		
Group #	Day 2	Activities	Room Location	Room Type Required
		Introductory note		
		PowerPoint presentation about family and patient centered care		
		Video 1 (Sidra) + Rubric (10 min)		
		Video 2 + Rubric (10 min)		
		Large group debriefing		
		Medical Case Scenario 3		
		Small group debriefing		
		Medical Case Scenario 4		
		Small group debriefing		
		LUNCH		
		Focus group questions, Surveys (RIPL, Attitude, Perception) and Evaluation (workshop evaluation)		
		Closing note, certificate giving and group picture		

8.11 Group Number and Room Location Organization for Facilitator

Facilitator Group Number and Room Location (1 per group)

Facilitator Name	Group #	Day 1	Activities	Room Location
			Welcoming note	
			Data gathering – Surveys (Readiness of InterProfessional Learning (RIPL), Attitude, Perception)	
			Medical Case Scenario 1	
			PowerPoint presentation about Interprofessional communication and shared decision-making	
			Teamwork Games	
			large group debriefing	
			LUNCH	
			Data gathering – Survey (Role clarification) PowerPoint presentation about role clarification	
			Videotaping about role clarification	
			Medical case scenario 2	
			Small group debriefing	
			Focus group questions	
			Closing note	
Facilitator Name	Group #	Day 2	Activities	Room Location
			Introductory note	
			PowerPoint presentation about family and patient centered care	
			Video 1 (Sidra) + Rubric (10 min)	
			Video 2 + Rubric (10 min)	
			Large group debriefing	
			Medical Case Scenario 3	
			Small group debriefing	
			Medical Case Scenario 4	
			Small group debriefing	
			LUNCH	
			Focus group questions, Surveys (RIPL, Attitude, Perception) and Evaluation (workshop evaluation)	
			Closing note, certificate giving and group picture	

8.12 Group Number and Room Location Organization for Debriefer

Debriefer Group Number and Room Location (1 per group)

Debriefer Name	Group #	Day 1	Activities	Room Location
			Welcoming note	
			Data gathering – Surveys (Readiness of InterProfessional Learning (RIPL), Attitude, Perception)	
			Medical Case Scenario 1	
			PowerPoint presentation about Interprofessional communication and shared decision-making	
			Teamwork Games	
			large group debriefing	
			LUNCH	
			Data gathering – Survey (Role clarification) PowerPoint presentation about role clarification	
			Videotaping about role clarification	
			Medical case scenario 2	
			Small group debriefing	
			Focus group questions	
			Closing note	
Debriefer Name	Group #	Day 2	Activities	Room Location
			Introductory note	
			PowerPoint presentation about family and patient centered care	
			Video 1 (Sidra) + Rubric (10 min)	
			Video 2 + Rubric (10 min)	
			Large group debriefing	
			Medical Case Scenario 3	
			Small group debriefing	
			Medical Case Scenario 4	
			Small group debriefing	
			LUNCH	
			Focus group questions, Surveys (RIPL, Attitude, Perception) and Evaluation (workshop evaluation)	
			Closing note, certificate giving and group picture	

8.13 Group Number and Room Location Organization for Standardized Patients

Standardized Patients Group Number and Room Location (1 per group)

Standardized Patients	Group #	Day 1	Activities	Room Location
			Welcoming note	
			Data gathering – Surveys (Readiness of InterProfessional Learning (RIPL), Attitude, Perception)	
			Medical Case Scenario 1	
			PowerPoint presentation about Interprofessional communication and shared decision-making	
			Teamwork Games	
			large group debriefing	
			LUNCH	
			Data gathering – Survey (Role clarification) PowerPoint presentation about role clarification	
			Videotaping about role clarification	
			Medical case scenario 2	
			Small group debriefing	
			Focus group questions	
			Closing note	
Standardized Patients	Group #	Day 2	Activities	Room Location
			Introductory note	
			PowerPoint presentation about family and patient centered care	
			Video 1 (Sidra) + Rubric (10 min)	
			Video 2 + Rubric (10 min)	
			Large group debriefing	
			Medical Case Scenario 3	
			Small group debriefing	
			Medical Case Scenario 4	
			Small group debriefing	
			LUNCH	
			Focus group questions, Surveys (RIPL, Attitude, Perception) and Evaluation (workshop evaluation)	
			Closing note, certificate giving and group picture	

8.15 Actors (SPs) Checklist

When	Actions	Done	Not done
Before the day of the workshop	1. Actors to be trained at least a week before the workshop		
	2. Actors to perform similarly to each other		
	3. Costumes ready		
	4. Make-up ready		
	5. Equipment/materials ready		
Day of the workshop	1. Actors have equipment/materials (e.g. pills) to run the scenarios (if any)		
	2. Costumes ready		
	3. Make-up done		
	4. Remind actors not to change anything to the script and do exactly similar to the training they had		
	5. Make sure actors are in the correct room		
	6. Make sure the microphone is close to actors and camera is set correctly		
At the end of the workshop	1. Actors have been paid		



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8.15 Confirmation of Money Received by Actors (SPs)

No.	Name	Institute	Signature (for receiving payment)
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			



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8.16 Standardized Patients–Workshop Attendance Day 1

No.	Name	Institute	Time in	Time out
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				



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8.17 Standardized Patients–Workshop Attendance Day 2

No.	Name	Institute	Time in	Time out
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				



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8.18 Facilitators–Workshop Attendance Day 1

No.	Name	Institute	Time in	Time out
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				



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8.19 Facilitators–Workshop Attendance Day 2

No.	Name	Institute	Time in	Time out
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				



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8.20 Debriefers–Workshop Attendance Day 1

No.	Name	Institute	Time in	Time out
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				



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8.21 Debriefers–Workshop Attendance Day 2

No.	Name	Institute	Time in	Time out
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				



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8.22 Participant Attendance List–Day 1 (sign in)

Attendance Day 1 (sign in)

Participant Workshop (add date)

No.	Name	Institution	Mobile	Can we contact you for follow-up after 3 months?	
				YES	YES
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					



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8.23 Participant Attendance List–Day 1 (sign out)

Attendance Day 1 (sign out)

Participant Workshop ([add date](#))

No.	Name	Institution	Mobile	Can we contact you for follow-up after 3 months?	
				YES	YES
1					
2					
3					
4					
5					
6					
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12					
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14					
15					
16					
17					
18					



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8.24 Participant Attendance List–Day 2 (sign in)

Attendance Day 2 (sign in)

Participant Workshop (add date)

No.	Name	Institution	Mobile	Can we contact you for follow-up after 3 months?	
				YES	YES
1					
2					
3					
4					
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8.25 Participant Attendance List–Day 2 (sign out)

Attendance Day 2 (sign out)

Participant Workshop ([add date](#))

No.	Name	Institution	Mobile	Can we contact you for follow-up after 3 months?	
				YES	YES
1					
2					
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8.28 Certificate of Completion



Certificate of Completion

THIS CERTIFIES THAT

Has successfully completed a two day workshop in Interprofessional Healthcare Practice focused on developing competency in Interprofessional Communication, Shared Decision Making, Role Clarification, and Patient and Family Centered Care.

Awarded on

Awarded by

8.29 List of Material for Facilitators Training

This material is to be included into the facilitators' binder for the training.

- Chapter 1: *Qatar IPE Project Overview*
- Appendix 1.1 *IPE Shared Core Competency Domains and Competency Statements*
- Chapter 2: *Workshop Overview*
- Appendix 8.2 *Day 1–Workshop Schedule*
- Appendix 8.3 *Day 2–Workshop Schedule*
- Appendix 8.4 *Day 1–Workshop’s Activities*
- Appendix 8.5 *Day 2–Workshop’s Activities*
- Chapter 3: *Workshop Delivery–Logistics and Activities Preparation*
- Appendix 4.1 *Medical Scenario 1: Food Poisoning Case*
- Appendix 4.2 *Medical Scenario 2: Asthma Patient Case*
- Appendix 4.3 *Medical Scenario 3: COPD Case*
- Appendix 4.4 *Medical Scenario 4: Airplane Emergency Case*



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8.30 Facilitators–Training Attendance

Date: _____

No.	Name	Institute/ Organization	Time in	Time out
1				
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8.31 List of Material for Debriefers Training

This material is to be included into the debriefers' binder for the training.

- Appendix 5.1 *Introduction*
- Chapter 1: *Qatar IPE Project Overview*
- Appendix 1.1 *IPE Shared Core Competency Domains and Competency Statements*
- Appendix 1.2 *IPE Shared Core Competency Rubric for Scenario Assessment*
- Appendix 1.3 *IPE Shared Core Competency Rubric for Game Assessment*
- Appendix 1.4 *Proficiency Levels Descriptors for Assessment*
- Appendix 5.2 *What? When? Why?*
- Appendix 5.3 *Debriefing Models*
- Appendix 5.4 *Six Phases for Quality Debriefing*
- Appendix 5.5 *Debriefing Guidelines*
- Appendix 5.6 *Rubric for Observing the Medical Scenarios*
- Appendix 5.7 *R.U.S.T. Model*
- Appendix 5.8 *R.U.S.T. Debriefing Handout Guide (Sidra)*
- Appendix 4.1 *Medical Scenario 1: Food Poisoning Case*
- Appendix 4.2 *Medical Scenario 2: Asthma Patient Case*
- Appendix 4.3 *Medical Scenario 3: COPD Case*
- Appendix 4.4 *Medical Scenario 4: Airplane Emergency Case*



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8.32 Debriefers–Training Attendance

Date: _____

No.	Name	Institute/ Organization	Time in	Time out
1				
2				
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8.33 List of Material for Standardized Patients Training

This material is to be included into the standardized patients' binder for the training.

- Appendix 6.1 *Introduction*
- Appendix 6.2 *What? When? How?*
- Appendix 6.3 *Standardized Patients Training Worksheet (4 copies)*
- Appendix 4.1 *Medical Scenario 1: Food Poisoning Case*
- Appendix 6.4.1 *Medical Scenario 1: Summary Notes*
- Appendix 4.2 *Medical Scenario 2: Asthma Patient Case*
- Appendix 6.4.2 *Medical Scenario 2: Summary Notes*
- Appendix 4.3 *Medical Scenario 3: COPD Case*
- Appendix 6.4.3 *Medical Scenario 3: Summary Notes*
- Appendix 4.4 *Medical Scenario 4: Airplane Emergency Case*
- Appendix 6.4.4 *Medical Scenario 4: Summary Notes*
- Appendix 6.5 *Actor Checklist*



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8.34 Standardized Patients–Training Attendance

Date: _____

No.	Name	Institute/ Organization	Time in	Time out
1				
2				
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