



Day 1: Saturday 27 April 2019

Time	Topic	Session details
8.45am	Registration	
9.00-9.15am	Introduction	Learning Objectives: 1. Meet a network of other trainee evaluators 2. Summarise what you hope to get from the training
9.15-10.00am	Session 1 ClinCAT: evaluation tool	Learning Objectives: 1. Describe the format and content of ClinCAT 2. Outline the intended purpose of supporting ClinCAT documentation 3. Explain how to use the ClinCAT as a self-assessment tool
10.00-11.00am	Session 2 The evaluation and feedback process	Learning Objectives: 1. Define the process of facilitating an ClinCAT evaluation 2. Discuss the practical aspects of using the ClinCAT document to provide feedback as an evaluator
11.00-11.15am	Morning tea	
11.15-12.15pm	Session 3 Conclusion of feedback	Learning Objectives: 1. Outline strategies on how to identify and document the individual's training needs 2. Review the ClinCAT professional development pages 3. Define expectations of me as an evaluator at the conclusion of the ClinCAT evaluation
12.15-1.15pm	Session 4 Evaluation training	Learning Objectives: 1. Observe a simulated evaluation 2. Consider and discuss the positive and negative aspects of an observed simulated evaluation scenario 3. Complete the Professional Development Page for the simulated evaluation scenario
1.15-2.00pm	Lunch	
2.00-3.30pm	Session 5 Feedback: what works, what doesn't and why (in the context of ClinCAT)	Learning Objectives: 1. Develop an awareness of principles of effective feedback 2. Emphasize the intent/ purpose of giving feedback 3. Consider models of feedback 4. Practise giving and receiving feedback
3.30-3.45pm	Afternoon tea	
3.45-5.00pm	Session 5 continued Feedback: what works, what doesn't and why (in the context of ClinCAT)	

Day 2: Sunday 28 April 2019

Time	Topic	Session details
8.15am	Arrival	
8.15-8.30am	Session 6 Orientation to next session and evaluation role play	Learning Objectives 1. Describe the rules for role play
8.30-10.45am	Session 7 Evaluation role play	Learning Objectives: 1. Conduct a simulated evaluation using ClinCAT 2. Observe colleagues undertaking a simulated evaluation 3. Practise giving behavioural, specific feedback to the pharmacist in the simulation 4. Practise behavioural, specific feedback to the evaluator in the simulation
10.45-11.00am	Morning tea	
11.00-1.30pm	Session 7 Evaluation role play (continued)	
1.30-2.00pm	Lunch	
2.00-2.45pm	Session 8 Implementing/embedding the use of ClinCAT in your workplace	Learning Objectives: 1. Identify facilitators and barriers to ClinCAT evaluations that exist in your workplace 2. Apply change management principles to embed ClinCAT evaluations in you workplace culture 3. Identify organizational risks and opportunities to promote the sustainability of ClinCAT evaluations in your workplace
2.45-3.00pm	Session 9 What's next?	Learning Objectives: 1. Outline the role SHPA has in supporting me in my role as an evaluator 2. Discuss with fellow evaluators methods to support each other