

ACTIVITY IMPACT ASSESSMENT

WHEN & HOW TO USE THIS TOOL

Purpose:

To assess the impact on engagement of an activity funded through a site's FEI funds.

Participants:

Activity lead.

Method:

This questionnaire can be filled out at the completion of a phase, or at the conclusion, of an engagement activity. This can be done over the phone by the PM with the activity MSA lead, or by the activity MSA lead themselves.

Result Implications:

Participants involved in the FEI have questioned how to assess whether an activity has an impact on the engagement of medical staff at their sites. The information identified below is a first step in understanding how the process of conducting an activity may have an impact on engagement at a site.

ACTIVITY IMPACT ASSESSMENT

To be filled out at the completion of a phase, or at the conclusion, of an engagement activity. This can be done over the phone by the PM with the project MSA lead, or by the project MSA lead themselves.

Activity Status:

- Interim report Completed

1. Problem or issue the project set out to address (overall purpose): _____

2. Was this project strategically aligned with site / regional / ministry of health priorities?

- No
 Yes, which ones:

3. a) Did clinicians participate in the planning, administration and / or implementation of the engagement activity?

Number and Roles (e.g., 5 physicians, 1 nurse, etc.; list as many groups as needed):

If yes, list the key individuals and describe their overall involvement using one of the terms from the IAP2 Framework of engagement ²:

- informed – they were provided with information on an activity, project or policy
- consulted – they provided feedback on key decisions or activities
- collaborated – they provided advice, leadership and recommendations on the project, activity or policy
- empowered – they were a joint partner in decision-making

² <https://www.iap2.org/page/pillars>

ACTIVITY IMPACT ASSESSMENT CONTINUED

3. b) Did administrators participate in the planning, administration and / or implementation of the engagement activity?

Role and Name (add as many as needed):

If yes, list the key individuals and describe their overall involvement using one of the terms from the IAP2 Framework of engagement:

informed – they were provided with information on an activity, project or policy

consulted – they provided feedback on key decisions or activities

collaborated – they provided advice, leadership and recommendations on the project, activity or policy

empowered – they were a joint partner in decision-making

4. Tell us about the success of the project in meeting its main objectives and how you measured success.

MAIN OBJECTIVE	WAS THE OBJECTIVE MET? <i>(check all that apply)</i>	DATA SOURCE TO VALIDATE SUCCESS <i>(check all that apply)</i>	COMMENTS
1.	<input type="checkbox"/> Yes, completely <input type="checkbox"/> Yes, partially <input type="checkbox"/> No	<input type="checkbox"/> Interview data <input type="checkbox"/> Survey data <input type="checkbox"/> Clinical workflow data <input type="checkbox"/> Patient health data <input type="checkbox"/> Other: <input type="checkbox"/> None (or anecdotal only)	
2.	<input type="checkbox"/> Yes, completely <input type="checkbox"/> Yes, partially <input type="checkbox"/> No	<input type="checkbox"/> Interview data <input type="checkbox"/> Survey data <input type="checkbox"/> Clinical workflow data <input type="checkbox"/> Patient health data <input type="checkbox"/> Other: <input type="checkbox"/> None (or anecdotal only)	
3.	<input type="checkbox"/> Yes, completely <input type="checkbox"/> Yes, partially <input type="checkbox"/> No	<input type="checkbox"/> Interview data <input type="checkbox"/> Survey data <input type="checkbox"/> Clinical workflow data <input type="checkbox"/> Patient health data <input type="checkbox"/> Other: <input type="checkbox"/> None (or anecdotal only)	

ACTIVITY IMPACT ASSESSMENT CONTINUED

5. Indicate the overall impact of this activity³:

- Improved the building of connections, trust and collaboration within the MSA and with health system managers (Relational)
- Enhanced the communication of ideas and beliefs consistent with the changes we hoped to see (Conceptual)
- Established formalized roles, rules and policies that support the changes we want to see (Structural)
- Concrete initiatives and action were implemented that will advance or protect the desired changes (Operational)
- None

6. What would you do differently if doing this project again?

³ Cloutier C, Denis JL, Langley A & Lamothe L. Agency at the Managerial Interface: Public Sector Reform as Institutional Work. *Journal of Public Administration Research and Theory*, Volume 26, Issue 2, April 2016, Pages 259–276, <https://doi.org/10.1093/jopart/muv009>