# 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 asses 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

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[2] https://www.iap2.org/page/pillars

**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

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**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? *(check all that apply)* | DATA SOURCE TO VALIDATE SUCCESS *(check all that apply)* | COMMENTS |
|---|---|---|---|
| 1. | ☐ Yes, completely<br>☐ Yes, partially<br>☐ No | ☐ Interview data<br>☐ Survey data<br>☐ Clinical workflow data<br>☐ Patient health data<br>☐ Other:<br>☐ None (or anecdotal only) | |
| 2. | ☐ Yes, completely<br>☐ Yes, partially<br>☐ No | ☐ Interview data<br>☐ Survey data<br>☐ Clinical workflow data<br>☐ Patient health data<br>☐ Other:<br>☐ None (or anecdotal only) | |
| 3. | ☐ Yes, completely<br>☐ Yes, partially<br>☐ No | ☐ Interview data<br>☐ Survey data<br>☐ Clinical workflow data<br>☐ Patient health data<br>☐ Other:<br>☐ None (or anecdotal only) | |

**5. Indicate the overall impact of this activity[3]:**

☐ 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?**

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[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**