

MEETING / COMMITTEE SATISFACTION SURVEY

WHEN & HOW TO USE THIS TOOL

Purpose:

To assess the satisfaction of members participating in re-occurring meetings where a sessional is paid from the site's FEI funds. The meeting or committee has been identified by the site's WG as an engagement activity worthy of funding.

Participants:

Medical Staff Association (MSA) members, Health Authority partners and / or allied health partners who participate in the meeting.

Method:

This survey can be administered at any time during the year – we suggest bi-annually (twice) or annually (once) to minimize survey fatigue.

Result Implications:

Paying sessionals for attendance at meetings has been identified by MSA members as a key benefit of the FEI; however impact is difficult to assess as meetings occur over the course of a year. This survey offers an easy to use tool to capture participants' perspectives and can assist the WG in decisions around continued funding of attendance. This tool can be used in combination with reporting meeting attendance rates.

MEETING / COMMITTEE SATISFACTION SURVEY | FISCAL YEAR 2019/2020

1) Please check the group that represents you best:

- Physician
 Allied Health
 Other: _____

<i>Please circle the number that reflects your assessment of each of the following</i>	1 = Very Little / 5 = Very Much
1. Participation at the meeting / committee has facilitated an improvement (direct or indirect) in services at my facility.	1 2 3 4 5
2. Participation at the meeting / committee was informative and contributes to MSA NAME priorities.	1 2 3 4 5
3. Participation at the meeting / committee gave me the opportunity to improve communication with my colleagues (physicians, allied health and HA staff).	1 2 3 4 5
4. Continued participation at the meeting / committee will contribute to change and improve relationships and collaboration at our facility.	1 2 3 4 5
5. I will continue to participate in the meeting / committee and would influence and recommend attendance to my colleagues.	1 2 3 4 5
6. Please identify the level of engagement that characterized your role in the meeting (<i>pick only one!</i>): <ul style="list-style-type: none"> <input type="checkbox"/> I was informed by being provided with information on an activity, project or policy <input type="checkbox"/> I was consulted to obtain feedback on key decisions or activities, and informed (or will be informed) of how my feedback will be used <input type="checkbox"/> I collaborated with decision makers to provide my advice, leadership and recommendations on a project, activity or policy <input type="checkbox"/> I was empowered to be a joint partner in decision-making on a project, activity or policy. 	
7. General comments, and feedback for improving the meeting / committee: _____ _____ _____ _____	