

# ACTIVITY IMPACT ASSESSMENT

## WHEN & HOW TO USE THIS TOOL

**Purpose:**

To assess the impact on engagement of an activity funded through a MSA's FE 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 MSA administrator with the activity MSA lead, or by the activity MSA lead themselves.

**Result Implications:**

Participants involved in FE have questioned how to assess whether an activity has an impact on the engagement of medical staff at their MSA. 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 MSA.

# 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 MSA administrator with the activity MSA lead, or by the activity MSA lead themselves.

## Activity Status:

- ☐ Interim report    ☐ Completed

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

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

- ☐ No  
☐ Yes, which ones:

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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 <sup>2</sup>:**

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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<sup>2</sup> <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? (check all that apply)	DATA SOURCE TO VALIDATE SUCCESS (check all that apply)	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 activity<sup>3</sup>:**

- ☐ 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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<sup>3</sup> 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>