

Proposed Evaluation Questions	Comments/Notes	Indicators	Possible Methods	Data Sources
IMPLEMENTATION EVALUATION				
<p>Has the initiative been implemented as proposed?</p> <p>What was the implementation plan? Iterative plan</p> <p>What issues must be addressed in moving forward? (barriers to implementation)</p>	<p>How did COFFEE identify what was needed for members/facilitators?</p> <ul style="list-style-type: none"> - How were those needs prioritized? <p>What was planned to support facilitators? (e.g. mentorship, virtual resource center, measuring progress, webinars, information sessions, newsletter, spring meeting)</p> <ul style="list-style-type: none"> -were they implemented? <p>What was planned to build a community of facilitators? (e.g. distribution list, mentorship, virtual resource center, measuring progress, webinars, information sessions, newsletter, spring meeting)</p> <ul style="list-style-type: none"> -were they implemented? <p>Have we implemented a platform for KE?</p> <ul style="list-style-type: none"> - CoP itself as a platform for exchange - Or, a mechanism (e.g. website, SharePoint site, BLOG, Wiki, or discussion board) 	<p>Facilitators' opinions</p> <p># of questions/surveys of members/facilitators requesting needs</p> <p># of queries re: needs in newsletters</p> <p># of queries re:needs in workshops/webinars/summit</p> <p># discussions about needs</p> <p># email discussions</p> <p># of COFFEE knowledge products (e.g. toolkit, consultation template)</p> <p># Tools/resources</p> <p># programs</p> <p>Increase in the # of facilitators</p> <p>Types of access to resources</p> <p># of modes of communication</p> <p># of consistent members at each webinar</p> <p># of network opportunities</p> <p># of knowledge exchange sites/mechanisms (e.g. email, post to web, can you engage in a conversation?)</p> <p>#knowledge references in webinar (Susan)</p> <p>Consultation template (how many groups received)</p>	<p>Survey question</p> <p>Focus Group/reflection</p> <p>Document Analysis</p> <p>Focus Group</p> <p>Document Analysis</p> <p>Meeting/interview</p> <p>Focus Group</p> <p>Focus Group</p> <p>Focus Group</p> <p>Focus Group</p> <p>Document Analysis</p> <p>Focus Group</p>	<p>Facilitators attending summit</p> <p>COFFEE members</p> <p>Meeting notes</p> <p>COFFEE website</p> <p>COFFEE member's Reflections</p> <p>Extended listserv</p> <p>Health Learning Coordinator</p> <p>COFFEE advisory members</p> <p>COFFEE advisory members</p> <p>Mentorship working group</p> <p>Virtual Resource Centre working group</p> <p>COFFEE advisory</p>

	<p>What has been done to provide mentors for CoP facilitators? Why or why not?</p> <p>What has been done to develop a virtual resource center?</p> <p>Were resources expended and shared as intended?</p> <p>Were resources, skills and time lines adequate to implement programs and services?</p> <p>How has COFFEE shared resources and tools with members?</p> <p>What has been done to support the professional development of the C advisory group?</p> <p>How are we documenting support services for facilitators of CoPs?</p>	<p>consultation)</p> <p>Communication between COFFEE advisory members</p> <p>Identified mentors</p> <p>COFFEE website (knowledge market)</p> <p>Email attachments</p> <p>?</p> <p>Resources shared within advisory</p> <p>Email Calendar</p> <p>COFFEE documents</p>	<p>Focus Group</p> <p>Focus Group</p> <p>Document analysis Focus group</p> <p>Focus Group Meeting/interview Document analysis</p>	<p>COFFEE advisory</p> <p>COFFEE advisory</p> <p>COFFEE advisory</p> <p>COFFEE advisory Jackie Egg</p>
IMPROVEMENT EVALUATION				
<p>In what way can COFFEE improve the CoP support provided?</p> <p>Mentorship, virtual resource center, toolkit, webinars, evaluation</p>	<p>In what way can COFFEE improve the CoP support provided?</p> <p>Does COFFEE have the capacity and resources needed to (define - personnel, time, funding, organizational support) to provide support to facilitators?</p> <p>- Describe resource strengths and weaknesses</p>	<p>Webinar Feedback</p> <p>Website feedback</p> <p># partners budget #facilitators supported</p> <p>Charter COFFEE advisory responses</p>	<p>Interviews Document analysis Survey analysis</p> <p>Focus group</p> <p>Document analysis Focus group</p>	<p>facilitators who have received direct support peripheral membership</p> <p>COFFEE advisory ongoing CoP support log</p> <p>COFFEE advisory</p>

	<p>What is the vision of this CoP?</p> <p>What adaptations to the vision are needed?</p> <p>Have information sessions (consultations; 101) been helpful? What could be done differently?</p> <ul style="list-style-type: none"> - Type A, B, C? <p>Are we responding to facilitator's needs in a timely and accurate manner? If not, what can be done to improve this?</p> <p>How can COFFEE assure the toolkit is targeting areas facilitators would like to learn about?</p> <p>Have the reading lists been helpful and informative? What can be done to keep the reading lists informative and up-to-date?</p> <p>Were the webinars helpful? How can they be improved?</p> <p>How can COFFEE better address the challenges they face?</p> <p>What can be done to increase COFFEE's productivity?</p> <p>What can be done to increase COFFEE's WIIFME score?</p> <p>What can be done to increase COFFEE's</p>	<p>Consistency in advisory team responses</p> <p>Stated in knowledge products, charter, documents?</p> <p>Participant responses</p>	<p>Interview responses with theme analysis</p>	<p>Consultation participants</p>
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	<p>visibility?</p> <p>What can be done to engage our peripheral membership continuously?</p> <p>Communication – four domains?</p> <p>How are we documenting support services for facilitators of CoPs?</p>			
OUTCOME/IMPACT EVALUATION				
<p>Have we built a community of professionals experienced in facilitating groups?</p> <p>Have we supported a community of professionals experienced in facilitating groups?</p>	<p>How many groups has COFFEE mentored?</p> <p>Have we engaged peripheral membership?</p> <p>Have groups who received COFFEE support increased interprofessional interaction, collective learning and discovery of new and innovative ideas?</p> <p>Did the webinars increase knowledge?</p> <p>Have COFFEE members felt an increased WIIFME score after having completed the webinar series?</p> <p>Have our partners found value in interacting with COFFEE? (RTNA, AACTI, AHS)</p> <p>Has COFFEE (core)built up momentum and rhythm in its own activities?</p> <p>-active and extended?</p> <p>To what extent do COFFEE members feel that involvement in the COFFEE CoP has</p>	<p># consultations</p> <p># teleconferences</p> <p>Engagement satisfaction of peripheral membership</p>	<p>Focus group</p> <p>Interviews</p> <p>Focus group of those receiving consults (e.g. Mary Hodges)</p> <p>Formative eval (e.g. survey at the end of webinars to enhance services)</p> <p>Short surveys after information sessions</p> <p>Verburg and Andriessen's 2006 survey</p>	<p>COFFEE</p> <p>End users</p> <p>Webinar participants</p> <p>Anyone who receives an information session on CoPs</p> <p>Post-test for COFFEE members</p>

	<p>made helped them build community in their CoP?</p> <ul style="list-style-type: none">- Career development and satisfaction- Service provision- Work balance- Coping with change <p>Were there any unexpected outcomes?</p> <p>What challenges have COFFEE members faced over the last year and how were they dealt with?</p> <p>Has COFFEE been effective in developing a positive professional Identity for its members?</p> <p>Did COFFEE adequately shared resources and tools?</p> <p>Extended membership thnk?</p>			
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