



## PREPLANNING CHECKLIST FOR DESIGNING EVIDENCE BASED PRACTICE PROFESSIONAL DEVELOPMENT

		COMPLETED
Step 1	Conducted Needs Assessment of Audience	
Step 2	Identified Core Components (Learning Objectives)	
Step 3	Developed Pre Assessment to Evaluate Knowledge of Core Components	
Step 4	Created Workshop to Include Multiple Opportunities for Discussion about the Core Components	
Step 5	Created Workshop to Include Multiple Opportunities for Demonstration (video and/or live modeling)	
Step 6	Created Workshop to Include Multiple Opportunities to Practice with Feedback related to the Core Components	
Step 7	Developed Post Assessment to Evaluate Knowledge of Core Components Inclusive of Plans for Addressing any Reteaching or Modifications to the Training That Are Indicated by Data	
Step 8	Established Coaching Model that Emphasizes Fidelity of Use of Newly Learned Practice(s)	
Step 9	Developed Data Systems to Link Use of Training Content to Student Outcomes	

### SUMMARY DATA FROM PRE AND POST ASSESSMENTS

Pre Assessment Average	Post Assessment Average

<b>Commonly Missed Questions:</b>
<b>Reteaching/Coaching Notes:</b>
<b>Revisions Needed:</b>