**HACT Procedure Refresher Training Evaluation Form**

**Date: from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_ place at NPT**

Please complete the following evaluation:

1. What is your overall rating of this workshop?

Unsatisfactory Satisfactory Excellent

1. Please select option to what extent you agree or disagree with the following statements:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Strongly Disagree |  |  | Strongly agree |
| 1. The overall experience of the training is positive. | 1 2 | 3 | 4 | 5 |
| 2. Since the workshop, my knowledge of the subject matter  has improved. | 1 2 | 3 | 4 | 5 |
| 3. The workshop has enabled me to apply the topic in my work. | 1 2 | 3 | 4 | 5 |
| 4. I have been able to share the topic taught with colleagues. | 1 2 | 3 | 4 | 5 |
| 5. The amount of information was appropriate for the time allowed. | 1 2 | 3 | 4 | 5 |
| 6. The materials provided me useful information. | 1 2 | 3 | 4 | 5 |
| a. If materials were not useful, list which materials. |  | | | |
| 7. The pace and style of the workshop was effective. | 1 2 | 3 | 4 | 5 |
| 8. The workshop content was challenging. | 1 2 | 3 | 4 | 5 |
| 9. Participation was encouraged. | 1 2 | 3 | 4 | 5 |
| 10. The instructors responded to questions effectively. | 1 2 | 3 | 4 | 5 |
| 11. The presenter(s) was knowledgeable about the subject. | 1 2 | 3 | 4 | 5 |
| 12. The workshop met learning objectives. | 1 2 | 3 | 4 | 5 |

Likert

1. Logistics: Please rate the following as applicable.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Strongly Disagree |  |  | Strongly agree |
| 1. Meeting space | 1 2 | 3 | 4 | 5 |
| 2. Meals/refreshments | 1 2 | 3 | 4 | 5 |
| 3. Overall organization | 1 2 | 3 | 4 | 5 |

1. How effective was the facilitator team?

Unsatisfactory Satisfactory Excellent

1. What aspects of the workshop could be improved and how?

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1. Can the workbook, or provided handouts, be improved and how?

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1. Any other comments?

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