

Observer _____ Date of Observation _____

Master Trainer(s) Observed _____ & _____

Fidelity Criteria:	Comments:
<p>___ Arrives on-time for set up, start time & prepared to lead session with appropriate materials. Materials include: Name tags, hats (or alternative), easels and markers, clock, printed agendas, roster of attendees, Peer Leader Manuals, books, pens</p> <p>___ Room appropriate; seating, lighting, temperature, ADA, noise and distractions, ability of all trainees to see and hear</p>	
<p>___ Has available and posts appropriate charts</p> <ul style="list-style-type: none"> • Day 1 charts 1-9 • Day 2 charts 10-14 • Day 3 charts 15-25 • Day 4 charts 2-7; chart from session 1 	
<p>___ Follows the Master Trainer’s Manual content and process</p> <p>___ Uses the “hats on/hats off” (or alternative) appropriately</p> <p>___ Models session activities correctly</p> <p>___ Adheres to timelines</p> <p>___ Limits personal stories that can disrupt both the timelines and detour away from the program as written</p> <p>___ Works as partner with co-Master Trainer</p>	
<p>___ Presentation style is appropriate – articulate, eye contact, inflection.</p> <p>___ Encourages group participation</p> <p>___ Positively reinforces trainees</p> <p>___ Handles problem people appropriately</p>	

Fidelity Criteria:	Comments:
<p>___ Uses brain storming techniques correctly (repeated comment, used silence, offered own response only at end of brainstorm, read back list to group and asked for any needed clarifications at the end of the brainstorm)</p> <p>___ Models action planning correctly</p>	
<p>___ In review section, explains the purpose of each activity</p> <p>___ Is able to clearly explain and answer questions about the content and rationale of Stanford's self-management program, and the requirements to ensure the program is offered with fidelity</p> <p>___ Each day allows time for questions, and for sharing information about local program coordination (see day 4 afternoon addendum for complete list).</p>	
<p>___ Appropriately uses 'call outs' during session reviews.</p> <p>___ Effectively uses 'what if' scenarios:</p> <ul style="list-style-type: none"> • Does not call on same trainee twice until all trainees have participated • Provides correct answers after trainees responded (if applicable) • Uses participation log 	

Please email completed form to
healthyaging@utah.gov

Thank you!