

# Living Well Workshop Workshop Fidelity Checklist



Observer \_\_\_\_\_ Date of Observation \_\_\_\_\_

Peer Leader(s) Observed \_\_\_\_\_ & \_\_\_\_\_

Fidelity Criteria:	Comments:
<p><b>General:</b></p> <p><input type="checkbox"/> Arrived on-time with all materials for set up, start time &amp; prepared to lead session</p> <p><input type="checkbox"/> Followed the Leaders Manual content and process</p> <p><input type="checkbox"/> Modeled session activities appropriately</p> <p><input type="checkbox"/> Worked as a partner with co-leader. Kept to timelines</p> <p><input type="checkbox"/> Posted correct agenda for the session</p> <p><input type="checkbox"/> Posted at all sessions: Self-Management Tool Box (chart 2); Guidelines (chart 3); and Brainstorming (chart 4); Parts of an Action Plan (chart 5); Problem-solving Steps (chart 6); Symptom Cycle (chart 7)</p> <p><input type="checkbox"/> Dark and color markers available</p> <p><input type="checkbox"/> Encouraged group participation</p> <p><input type="checkbox"/> Charts are readable</p> <p><input type="checkbox"/> Positively reinforced group members</p> <p><input type="checkbox"/> Handled problem people appropriately</p> <p><input type="checkbox"/> Room appropriate re: seating, lighting, temperature, ADA, noise and distractions, ability of all participants to see and hear</p> <p><input type="checkbox"/> Explained activities clearly</p> <p><input type="checkbox"/> Presentation style appropriate, pleasant. Maintained eye contact (unless culturally inappropriate), articulated clearly</p> <p><input type="checkbox"/> Accurately used own words to communicate meaning and important points</p> <p><input type="checkbox"/> Pointed to charts to reinforce content</p> <p><input type="checkbox"/> Referred to toolbox chart</p>	

Fidelity Criteria:	Comments:
<p><b>Action Planning:</b></p> <p><input type="checkbox"/> Modeled correctly. Explained process clearly</p> <p><input type="checkbox"/> Explained confidence level correctly</p> <p><input type="checkbox"/> Pointed to chart as participants stated action plans</p> <p><input type="checkbox"/> Followed action plan flow chart to identify barriers if confidence level less than 7, and for getting ideas from the group</p> <p><input type="checkbox"/> Demonstrated use of “will” instead of “try”</p>	
<p><b>Feedback/Problem-Solving:</b></p> <p><input type="checkbox"/> Asked participant to re-state action plan and pointed to chart to demonstrate</p> <p><input type="checkbox"/> Complimented success and appropriate modification</p> <p><input type="checkbox"/> Followed feedback flow chart</p> <p><b>If action plan not completed:</b></p> <p><input type="checkbox"/> Asked about barriers and any solution used</p> <p><input type="checkbox"/> Asked if help wanted from the group</p> <p><input type="checkbox"/> Asked group if anyone had a similar problem</p> <p><input type="checkbox"/> Used problem solving language</p> <p><input type="checkbox"/> Brainstorm for 4 or 5 ideas</p> <p><input type="checkbox"/> Limited “Yes, buts...” to 3</p> <p><input type="checkbox"/> Suggested writing down ideas from brainstorm</p>	