**Title of Activity:** Click here to enter text. **Date/Location of Activity:** Click here to enter text.

**Please use the provided gap analysis tool to answer the following questions**

**Description of current state:** Click here to enter text.

**Description of desired/achievable state:** Click here to enter text.

**Identified Gap(s):** Click here to enter text.

**Gap to be addressed by this activity:**  **Knowledge**  **Skills**  **Practice**  **Other: Describe** Click here to enter text.

| **Learning Outcome (s) as a result of participating in the activity:** Click here to enter text.  **Select all that apply:  Nursing Professional Development  Patient Outcome  Other: ­­­­­­­­­­­­­­­­­­­­­­Describe** Click here to enter text. | | | |
| --- | --- | --- | --- |
| **CONTENT**  **(Topics)** | **TIME**  **FRAME (if live)** | **PRESENTER/AUTHOR** | **TEACHING METHODS/LEARNER ENGAGEMENT STRATEGIES** |
| *Provide an outline of the content* | *Approximate time required for content delivery and/or participation in the activity* | *List the name/credentials* | *Select the learner engagement strategies to be used by Faculty, Presenters, Authors (note: PowerPoint and lecture by themselves are not learner engagement strategies)*  *(select all that apply)* |
| Click or tap here to enter text. | Minutes | Click or tap here to enter text. | Lecture/PowerPoint  **(select at least one additional strategy below):**  Integrating opportunities for dialogue or question/answer  Including time for self-check or reflection  Audience Response System  Analyzing case studies  Providing opportunities for problem-based learning  Pre/Post Test  Other: Describe |
| Click or tap here to enter text. | minutes | Click or tap here to enter text. | Lecture/PowerPoint  **(select at least one additional strategy below):**  Integrating opportunities for dialogue or question/answer  Including time for self-check or reflection  Audience Response System  Analyzing case studies  Providing opportunities for problem-based learning  Pre/Post Test  Other: Describe |
| Click or tap here to enter text. | minutes | Click or tap here to enter text. | Lecture/PowerPoint  **(select at least one additional strategy below):**  Integrating opportunities for dialogue or question/answer  Including time for self-check or reflection  Audience Response System  Analyzing case studies  Providing opportunities for problem-based learning  Pre/Post Test  Other: Describe |
| List the full citations of **at least three (3)** evidence-based references/resources used for developing this educational activity:  1.Click or tap here to enter text.  2.Click or tap here to enter text.  3.Click or tap here to enter text. | | | |

**If Live:**

**Note: Time spent evaluating the learning activity may be included in the total time when calculating contact hours.**

**Total minutes ­­ divided by 60= contact hour(s)**

**If Enduring:**

**Method of calculating contact hours:**

**Pilot Study**  **Mergener formula**  **Historical Data**  **Complexity of Content**  **Other: Describe** Click here to enter text.

**Criteria for Awarding Contact Hours**

Criteria for awarding contact hours for live and enduring material activities include:

**(Check all that apply)**

Attendance for a specified period of time (e.g., 100% of activity, or miss no more than 10 minutes of activity)

Credit awarded commensurate with participation

Attendance at 1 or more sessions

Completion/submission of evaluation form

Successful completion of a post-test (e.g., attendee must score      % or higher)

Successful completion of a return demonstration

Other - Click or tap here to enter text.

**Estimated Number of Contact Hours to Be Awarded:** Click here to enter text.

**Description of evaluation method: How change in knowledge, skills, and/or practices of target audience will be assessed at the end of the activity (relate this to identified practice gap and educational need):**

|  |  |
| --- | --- |
| **Short-term evaluation options:**  Intent to change practice  Active participation in learning activity  Post-test  Return demonstration  Case study analysis  Role-play  Other –Click or tap here to enter text. | **Long-term evaluation options:**  Self-reported change in practice  Change in quality outcome measure  Return on Investment (ROI)  Observation of performance  Other – Click or tap here to enter text. |

**Completed By (name/credentials):** Click or tap here to enter text. **Date:** Click or tap to enter a date.

**QUESTIONS? Phone: 410.626.7805 ext. 116**

**Please return the completed Educational Planning Table Form to IAFN at:**

**EMAIL: CE@forensicnurses.org**