



Creating a Clinical Skills Training Program: A Preparatory Worksheet

1. Assessment

Analysis of current curriculum:

- Where are the skills currently being offered in the curriculum?
- Is there a consistent method of teaching the skills?
- Is there an evaluation method for the skills?
- Where will the information be recorded?

Definition of skills to be offered

- Refer to AAMC website for list of required procedures and skills.

Resource Evaluation – Faculty, Staff, teaching space, equipment

- Faculty- who will teach the clinical skills
- Staff- who will organize the program and run the operation
- Teaching space – is there enough space available for the number of students
- Equipment – what equipment is needed for effective training and evaluation?

2. Preparation

What material will need to be prepared prior to the course?

- Self-directed learning modules
- Knowledge based quizzes.
- Teaching modules (for the trainers)
- Evaluation and Assessment templates
- Teaching space needs to be prepared
- Additional materials needed, (first aid equipment, water etc)

Instructing and preparing the faculty and staff members. (Practice session)

Standardization of the raters.

3. Execution

A practice session is helpful for all team members to feel comfortable with their role. Having extra staff to help answer questions and guide the students through the process will help the program run smoothly.

Huddles at the beginning of the training sessions to cover any last minute details.

Debriefing at the end of each session for feedback and evaluation.

4. Evaluation

What evaluation tool will be used?

How will the data be collected?

Collecting the data and analyzing the data at the end of the training program.