

In-Person Stepping On Fidelity Coaching

Note to Master Trainer/Fidelity Coach: review Scoring Guide for consistency and filing this form

Session #: 3 4 5 6 Fidelity Coach: _____ Date: _____

Facilitator 1: _____

First Workshop: Yes No

Facilitator 2 (or Peer Facilitator): _____

First Workshop: Yes No

Workshop Location: _____ # of Participants: _____

YES or NO

Workshop Set-Up and Environment:

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. Room set up in a "U" shape with the facilitator table at the top of the "U" |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Snacks were next to the display |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. Name tents/tags for each person |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. Ankle weights available for each participant |
| <input type="checkbox"/> | <input type="checkbox"/> | 5. Room had adequate light and was free of distracting noise |
| <input type="checkbox"/> | <input type="checkbox"/> | 6. There was a display that was visually appealing and had various appropriate items |
| <input type="checkbox"/> | <input type="checkbox"/> | 7. The chairs were appropriate and there was adequate room to safely do the exercises |

Notes: _____

****Please rate this section (1=poor and 5=exceptional):** 1 2 3 4 5

YES/ NO/ NA Workshop Facilitation:

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. Facilitators greeted participants |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Facilitators welcomed back participants |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. Facilitators discussed agenda for the day |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. Facilitators asked if there were any questions from the last time they met |
| <input type="checkbox"/> | <input type="checkbox"/> | 5. Facilitators reviewed homework |
| <input type="checkbox"/> | <input type="checkbox"/> | 6. Facilitators gave out the handouts at the time of the related activity |

- 7. If Apple Quiz was conducted, all participants received an apple (i.e., all participants participated)
- 8. If there was a guest expert, they were prepared with the given outline from the facilitator manual
- 9. Facilitators kept the guest expert on topic and on time
- 10. Facilitators conducted brainstorms so that all participants were engaged and respected others' suggestions
- 11. Facilitators allowed no comments, wrote words in contributor's words, wrote on the board/flip chart and read the list back to the group and asked for clarification
- 12. Homework was assigned at the end of the session
- 13. Facilitators prepared the group as to what will be covered in the next session

Notes: _____

*****Please rate this section (1=poor and 5=exceptional):*** 1 2 3 4 5

YES or NO **Exercises (See Balance and Strength Exercise Manual):**

- 1. Facilitators asked the group first which exercises they would like to go over
- 2. At least one balance and one strengthening exercise were practiced
- 3. Exercises were done correctly
- 4. If needed, modifications were shown and practiced and advancements were encouraged, shown and/or practiced
- 5. Each exercise practiced was linked to a daily function
- 6. Facilitators reminded the group how often the exercises should be done
(balance exercises daily and strength exercises three times/week)

Notes: _____

*****Please rate this section (1=poor and 5=exceptional):*** 1 2 3 4 5

YES or NO **Preventive Framework (See Bookmark):**

- 1. Facilitators encouraged storytelling related to falls
- 2. Facilitators asked participants what caused the fall

- 3. Facilitators asked participants to identify barriers to prevent that fall from happening again
- 4. Facilitators engaged the group in coming up with solutions
- 5. Facilitators waited for participants to give answers rather than giving answers themselves

Notes: _____

****Please rate this section (1=poor and 5=exceptional):** 1 2 3 4 5

YES/ NO/ NA Workshop Break:

- 1. There was a break offered with snacks
- 2. Facilitators encouraged the group to visit display table, get a snack and pick up/look at handouts and the items
- 3. At least one of the facilitators was by the display/snacks during the break
- 4. Facilitators prompted discussions during the break
- 5. If a guest expert was present, they stayed for at least a few minutes during break

Notes: _____

****Please rate this section (1=poor and 5=exceptional):** 1 2 3 4 5

YES or NO Facilitator 1:

- 1. Used plain language and talked at a slow pace
- 2. Invited feedback
- 3. Fostered a welcoming environment and gained trust of the participants
- 4. Kept the group focused
- 5. Modeled storytelling and used the preventive framework
- 6. Linked strategies and skills to personal goals
- 7. Used optimism and positive talk
- 8. Talked less than the participants

Notes: _____

****Please rate this section (1=poor and 5=exceptional):** 1 2 3 4 5

YES or NO

Facilitator 2:

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. Used plain language and talked at a slow pace |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Invited feedback |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. Fostered a welcoming environment and gained trust of the participants |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. Kept the group focused |
| <input type="checkbox"/> | <input type="checkbox"/> | 5. Modeled storytelling and used the preventive framework |
| <input type="checkbox"/> | <input type="checkbox"/> | 6. Linked strategies and skills to personal goals |
| <input type="checkbox"/> | <input type="checkbox"/> | 7. Used optimism and positive talk |
| <input type="checkbox"/> | <input type="checkbox"/> | 8. Talked less than the participants |

Notes: _____

****Please rate this section (1=poor and 5=exceptional):** 1 2 3 4 5

OVERALL:

What went well during the session?

What some are some areas that need improvement? How so?

What is your overall assessment of the facilitator(s)?

Follow-up:

Immediate – Next Session (Check areas that need improvement receiving a 2 or less):

- Workshop Environment Workshop Facilitation Exercises
 Preventive Framework Workshop Break

Next Workshop (Check areas that need improvement receiving a 3 or less):

- Workshop Environment Workshop Facilitation Exercises
 Preventive Framework Workshop Break

Does not need a follow-up anytime soon

In addition, check whether you would recommend Facilitator 1...

- as a Fidelity Coach as a Master Trainer

In addition, check whether you would recommend Facilitator 2...

- as a Fidelity Coach as a Master Trainer

Reminder to enter in online: <https://wiha.wufoo.com/forms/k1knk6ru1mrjzf6/>