

## Virtual Stepping On Fidelity Coaching

Session #: 3 4 5 6 Fidelity Coach: \_\_\_\_\_ Date: \_\_\_\_\_

Facilitator 1: \_\_\_\_\_

First Workshop: Yes No

Facilitator 2 (or Peer Facilitator): \_\_\_\_\_

First Workshop: Yes No

Virtual Platform: \_\_\_\_\_ # of Participants: \_\_\_\_\_

**YES or NO**

**Workshop Set-Up and Environment:**

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. One of the facilitators has the display in the background                          |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Change name on screen to preferred name  |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. Room had adequate light and was free of distracting noise                          |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. Facilitators logged in early   |
| <input type="checkbox"/> | <input type="checkbox"/> | 5. Session slides were personalized to the workshop                                   |
| <input type="checkbox"/> | <input type="checkbox"/> | 6. Facilitators wore contrasting colors to their background                           |
| <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 asked the participants to pull out the handout at the time of the related activity  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  |
| <input type="checkbox"/> | <input type="checkbox"/> | 7. If Apple Quiz was conducted, all participants participated (i.e., the activity was fully introduced and shared virtual apple at the end) |

- 8. If there was a guest speaker, they were prepared with the given outline from the facilitator manual
- 9. Facilitators kept the guest speaker on topic and on time
- 10. Facilitators conducted brainstorms so that all participants were engaged and respected others' suggestions
- 11. Facilitators allowed no comments, typed words in contributor's words, typed on the slide 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 strength exercise were practiced
- 3. Facilitators had midsection to toe view on all of the participants during the exercise practice
- 4. Exercises were done correctly
- 5. If needed, modifications were shown and practiced and advancements were encouraged, shown and/or practiced
- 6. Each exercise practiced was linked to a daily function
- 7. 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
- 2. At least one of the facilitators was available during the break
- 3. Facilitators prompted discussions during the break
- 4. If a guest speaker 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):
- |   |  |                                    |
|---|--|------------------------------------|
| <input type="checkbox"/> Workshop Environment | <input type="checkbox"/> Workshop Facilitation | <input type="checkbox"/> Exercises |
| <input type="checkbox"/> Preventive Framework | <input type="checkbox"/> 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/q10q97uu10ikq1q/>