

Fidelity Self Evaluation

Facilitator Name: _____

Workshop Location: _____ Date: _____

Session #: _____ # of Participants: _____ 1st Workshop: ___ Yes ___ No

Please answer yes or no on whether you completed the following. Please score on the following scale: **2- Yes, completed fully. 1- Yes, but could improve. 0- Did not do.**

		Score
1	I ensured the room was set up with participants sitting at a table in a circle, square, or U shape with me (the facilitator) at the top.	
2	I greeted participants upon arrival.	
3	I ensured all participants could see and hear me.	
4	I used a positive, motivating tone throughout the workshop.	
5	I followed the outline and script in the facilitator manual <u>carefully</u> .	
6	I stood at the allotted times following the manual and encouraged others to stand.	
7	I encouraged participants to use their Participant Guide.	
8	I followed the WIHA Brainstorming Guidelines of: ▪ More ideas are better ▪ Unusual/out of ordinary ideas are accepted and encouraged ▪ No comments/judgements ▪ Hold questions/clarifications until after ▪ Use participants' own words or ask permission to change ▪ Do not call on participants to share ▪ Read back what is written at the end ▪ Add ideas from manual if not mentioned by participants	
9	During group discussion, I encouraged engagement by all participants and respected others' suggestions	

10	When a participant shared a barrier or problem they were having, I used the framework to work through the issue with them: 1. First, we can ask ourselves: what exactly is the barrier? 2. Why does the barrier prevent me from reaching my goal? 3. How might I remove the barrier and help it become less of a problem? 4. Finally, we can ask ourselves if perhaps our goal needs to change in order for us to be more successful.	
11	I kept the class discussion focused on the intended topic.	
12	I answered questions and addresses participants' concerns appropriately.	
13	I kept the class fun and encouraged comradery.	
14	I reviewed the My Stand Up! Plans with each participants <i>and</i> ensured their confidence level was a 6 or higher.	
15	The class started and ended on time.	

Overall Score: _____ (out of 30)

Facilitators should receive a score of 21 or above to be satisfactory. If you have questions or need to discuss with the program lead, please contact standup@wihealthyaging.org.

Comments on items I scored a 0 or 1:

Facilitators should do a self-evaluation once per year.