

FACILITATOR EVALUATION FORM

Training: Assessment Interpretations 2

Date: 29 March 2007

Facilitator(s): Ned Gravel

Location: Ottawa, ON

Item	Met Participant Needs?				
	1 No	2	3 OK	4	5 Yes
Course Objectives:	<i>√ as appropriate below</i>				
Were you given the opportunity to help define them?	4	0	7	6	6
Were they well defined?	0	0	6	9	8
Were they achieved?	0	0	5	10	8
Course Content:					
Was the material appropriate?	0	0	4	11	8
Complexity (1=too complex or too simple ← → Perfect=5)	0	1	3	10	9
Was the material clear to you?	0	1	4	8	10
Volume (1=too much or not enough ← → Perfect=5)	0	1	4	8	10
Did the handouts fit with this training - did they help?	0	0	8	6	9
Facilitator Methods:					
Did the facilitator allow sufficient discussion?	0	0	3	4	16
Did the facilitator encourage participation?	0	0	2	5	16
Did the facilitator help bring out new group ideas?	0	0	3	5	15
Did the facilitator help close out discussions?	0	0	3	5	15
Would you accept this facilitator again?	0	0	3	5	15
Catering and Facility:					
Was the seminar facility appropriate for the course?	0	0	4	7	12
Was the lunch and breaks service acceptable?	0	0	8	6	9

Comments	Response
Suggestion – much discussion on buy-in of QMS by management. CAEAL to provide report to managers: 1) highlighting success on implementation of QMS in various facilities (eg testimonies, reduction of errors, savings, etc) 2) or from surveys to laboratory clients – testimonies of difference dealing with accredited facilities.	The new and formal “Accreditation Seminar” is available free for members and contains all of this material.

- Ned is really CAEAL “educator” that instead of telling us what to do, forces us to think first and finally come up with a group answer. He makes the group to participate instead of teaching the group.
- Good discussion; a number of issues clarified.
- Great discussion.