1] Problem identification
Your anchor – the *clinical* problem. Whom/what does it affect?

General Needs Assessment
Lit review - Current vs. ideal state (gap)
Where will you search? E.g., Pubmed, BEME, MedEdPortal

2] Specific Needs Assessment
What is already available at your program?
Plan interviews, focus group, surveys, direct obs, or tests

3] Goal (general purpose) & Learning objectives
Whom will do how much/how well of what by when?
Blooms – look up corresponding verbs:
Remember/understand/apply/analyze/evaluate/create
Knowledge, skills, attitudes

1.

2.

3.

4] Educational methods
Is it congruent with the objective?
Is it feasible?
E.g., readings, lectures, online learning, discussion, PBL, peer teaching, role models, sim, SPs, reflections

1.

2.

3.

6] Eval methods
Is it congruent with the objective and educational methods?
Global rating forms, self-assessment, essays, MCQs, surveys, interviews, discussions, direct obs

1.

2.

3.

Eval designs
Posttest only
Pretest/posttest (delayed posttest)
Controlled pretest/posttest
RCT posttest only or pretest/posttest

1.

2.

3.

5] Implementation
Piloting for feedback
Resources: faculty, AV, IT, staff, patients (+time!)
Facilities: space, clinical sites, equipment
Funding: direct costs, faculty time, opportunity costs
Support: internal and external
Structure: administration, ongoing communication
Enhancement/maintenance plan

Dissemination
Before you start: Do you need a mentor or want a mentee? Draw up an outline and timeline with responsibilities, agree on authorship and aims.
Plan for IRB submission. Set a goal for a date to submit.
Division, department, institutional conferences. Regional conferences. Workgroups/interest groups – local, regional, national. National conferences: posters, workshops, platforms. Book chapters.
Consider specific journals. Consider each of Kern's 6 steps as potential for publication.

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