Rostering+ Masterclass – Safe and Effective Rostering

**Evaluation**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Designation: |  | Date: |  | Venue: |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| *Dear colleague*  *Thank you for participating in today’s Rostering + Masterclass. In order to ensure that the content of the sessions meet staff learning/ development needs we would be grateful if you could reflect on your experience and take 5-10minutes to complete this evaluation.*  *Many thanks in advance for your participation.*  *Rostering + Masterclass Facilitators* | | | | | | | |
|  | | | | | | | |
| Please consider the **content of the sessions** facilitated today and **rate each session in terms of its usefulness/ relevance** to developing safe and effective rostering practice. Circle the number that best represents your evaluation of usefulness/ relevance for each session shown below | | | | | | | |
|  | Session | Evaluation Rating | | | | | |
| *Not useful* | *Useful* | | | *Very*  *useful* | |
|  |  | *1* | | *2* | | | *3* |
| Welcome/ Introduction *(service manager)* | |  |  | |  | | |
| Nursing Workforce – Planning & Monitoring *(PNA)* | |  |  | |  | | |
| How do we know there are problems with rostering? *– group work* | |  |  | |  | | |
| Predicted Absence Allowance (PAA) *– group work* | |  |  | |  | | |
| Monitoring and Escalating Guidance *– roles & responsibilities* | |  |  | |  | | |
| What supports/ resources are available? *(facilitators/ HR)* | |  |  | |  | | |
| Human Resources – Policies *(HR)* | |  |  | |  | | |
| Rostering Policy and Rostering Rules – *scenario group work* | |  |  | |  | | |
| SSTS & BOXI *– practical demonstration* | |  |  | |  | | |
| Financial Governance and Local Monitoring (*service manager)* | |  |  | |  | | |
| Next Steps *– action planning*  Please write down at least one action you plan to take forward from today..........................  ............................................................................................................................................... | | | | | | | |
|  | | | | | | | |
| Please provide any additional comments/ suggestions (ie would you like follow-up sessions ie SSTS tutorial / constructing a roster workshop etc ) | | | | | | | |
|  | | | | | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| 🖐 | **We need your help!** To keep the Rostering + Masterclass available we are looking for more facilitators. If you would be interested in this development opportunity - please provide your name & contact details | | |
| **Name:** |  | **Email:** |  |