# Ad Hoc Engagement Evaluation Form

This evaluation is to be completed by community partners following ad hoc engagement. The purpose of this evaluation is for our team to understand the current engagement experience and make improvements where needed. **Please note that some questions have been adapted from the McMaster University Public and Patient Engagement Collaborative PPEET** [**ppe.mcmaster.ca/our-products/public-patient-engagement-evaluation-tool**](ppe.mcmaster.ca/our-products/public-patient-engagement-evaluation-tool)**.\***

Full or partially completed forms can be emailed to your project lead or Leah Hodgson (Associate, Community Engagement and Communications; leah.hodgson@algomaoht.ca).

|  |  |
| --- | --- |
| Full Name: |  |
| Name of Project: |  |
| The meeting was: | [ ]  Online [ ]  In person |
| Did you experience any barriers to participation? | [ ]  Technical Difficulties[ ]  Do not feel comfortable to speak[ ]  Group members are non-responsive to chat/emails[ ]  Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| How would you rate your involvement overall (circle one)? | 1 2 3 4 5 6 7 8 9 10 |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| To what extent do you agree with the following statements? | Strongly Disagree | Somewhat Disagree | Neutral | Somewhat Agree | Strongly Agree |
| I enjoyed my time participating on the council/committee. |[ ] [ ] [ ] [ ] [ ]
| The time I dedicated to this project was valuable. |[ ] [ ] [ ] [ ] [ ]
| The time I dedicated was valued by others involved. |[ ] [ ] [ ] [ ] [ ]
| I clearly understand the role of a community partner. |[ ] [x] [ ] [ ]  [ ]  |
| I received the required materials well in advance of the meetings. |[ ] [ ] [ ] [ ] [ ]
| The materials I received provided the necessary information to participate fully. |[ ] [ ] [ ] [ ] [ ]
| I was comfortable providing input during meetings and working groups. |[ ] [ ] [ ] [ ] [ ]
| I was comfortable asking questions for clarification. |[ ] [ ] [ ] [ ] [ ]
| The objectives of the meetings were clearly communicated. |[ ] [ ] [ ] [ ] [ ]
| I understood all of the language being used (ex. acronyms, technical terms). |[ ] [ ] [ ] [ ] [ ]
| I see results stemming from my contributions. |[ ] [ ] [ ] [ ] [ ]

|  |
| --- |
| What improvements can we make to help facilitate your participation? (Optional) |
|  |

|  |
| --- |
| Please summarize your experience/the impact of your engagement (Optional): |
|  |

|  |
| --- |
| Additional feedback/comments: |
|  |

**\*The Public and Patient Engagement Evaluation Tool has been licensed under a Creative Commons Attribution-NonCommercial-Share Alike 4.0 International License. ©2018, Julia Abelson and the Public and Patient Engagement Collaborative, McMaster University**