

ENGAGE WITH IMPACT - WORKSHEET #4: DATA COLLECTION PLAN

Now that you've identified the items you want to evaluate, use the item and measure database ([LINK](#)) to consider how you will collect data to evaluate these items. Listing the items that you've identified as a priority for your evaluation, consider how you will collect your data. There are many different ways you can collect data. We suggest you consider surveys, interviews/focus groups and document analysis as a starting point.

In the table below, list the items you wish to evaluate and then determine your data collection strategy – what questions will you ask on surveys? In interviews and focus groups? What information can you collect from document?

DOMAIN	ITEM	DATA COLLECTION METHOD	METRIC (e.g survey/interview question)	DATA COLLECTION TIMELINE
<i>EXAMPLE: KNOWLEDGE AND SKILLS</i>	<i>Patient, family and caregiver partners develop new or improve existing skills as a result of their involvement in patient, family and caregiver engagement and partnering activities</i>	<i>Survey</i>	<i>As a result of my involvement in patient, family and caregiver engagement and partnering activities, I have increased knowledge and skills. (Strongly disagree to Strongly agree)</i>	<i>Annual survey of patient, family and caregiver partners</i>
		<i>Interview</i>	<i>What new skills or improved existing skills have you acquired as a result of your involvement in engagement initiatives?</i>	<i>Annual interviews with patient, family and caregiver partners</i>

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