
HOW TO DO A NEEDS ASSESSMENT

The Scientific Planning Committee must implement a needs assessment strategy to identify the target audience's perceived and unperceived learning needs.

Perceived educational needs can be derived from the following sources:

- Surveys
- Questionnaires
- Focus groups
- Requests from the target audience
- Results of evaluations from previous meetings

Unperceived educational needs can be derived from the following sources:

- Self-assessment tests
- Chart audits
- Chart simulated recall interviews
- Direct observation practice of performance
- Quality assurance data from hospitals, regions, department heads, CMPA and patient care advocates
- Standardized patients
- Provincial/national databases and registries
- Incident reports
- Published literature (randomized controlled trials, cohort studies)

It is best to use multiple sources of information and different methodologies to identify both the perceived and unperceived needs of the target audience.

This research should lead to a clear description of the gap between present and optimal care.
