



# STEPS FOR DEVELOPING AN ASSESSMENT PLAN



NATIONAL CENTER for  
INTERPROFESSIONAL  
PRACTICE and EDUCATION

Practical Guide: Volume 3

# Steps for Developing an Assessment Plan

A PRACTICAL GUIDE: VOLUME 3

January 31, 2017

## Overview

The National Center for Interprofessional Practice and Education receives numerous requests from educators, practitioners, and researchers in the interprofessional education and collaborative practice (IPECP) community. Many requests concern teamwork as it occurs within interprofessional collaborative practice (IPCP): how to define it, how to measure it, and how to develop a plan for assessing it at the individual team member and collective group levels. Across our community of users, people want access to high quality measurement tools. They also seek guidance on how to appraise and select the right tools for their particular purposes and settings.

The purpose of our Practical Guide series is to help users assess IPCP teamwork at different points throughout the education-to-practice IPECP continuum.<sup>4</sup> In presenting a workshop on these topics in August 2016, we also learned that many people confuse *assessment* (of individuals, teams) with *evaluation* (of programs and strategic interventions). We recognize that people want to know more about how to develop a plan for evaluating programs designed to teach and assess IPCP teamwork.

The framework for these Guides grew out of research conducted by the National Center in 2015.<sup>6,7</sup> Drawing from the science of teamwork and a national survey of 32 thought leaders, the Center identified 11 essential teamwork competencies. These are competencies exhibited by effective teams as a whole. We also identified 20 individual-level competencies which are believed to impact an individual's ability to successfully contribute to team performance. Although there is overlap between these competency lists and those developed by others, for example, by the Interprofessional Education Collaborative (IPEC),<sup>3</sup> we feel our competencies have value due to their basis in the literature, specifically on teamwork, and the consensus results from our survey.

**Volume 1. *What is Teamwork in Interprofessional Collaborative Practice?* —**

Introduces and explains teamwork concepts, based on the literature of effective teams across many disciplines, including health and social care.

**Volume 2. *Assessing Interprofessional Collaborative Practice Teamwork* —**

Describes important measurement concepts for assessing IPCP teamwork competencies and performance across the continuum, from undergraduate training through continuing professional development.

**Volume 3. *Steps for Developing an Assessment Plan* —** Provides a step-by-step process for developing an assessment plan of IPCP teamwork competencies and performance; can be applied at the undergraduate, graduate, or professional development levels.

**Volume 4. *Assessing Teamwork: Stories from the Field* —** Provides case studies of assessing IPCP teamwork in academic and practice settings. To be published in Spring 2017.

**Volume 5. *Incorporating IPCP Teamwork Assessment into Program Evaluation* —** Provides guidance for evaluating programs designed to strengthen teamwork capacity and performance. To be published in Fall 2017.

For further information, contact:

***Barbara F Brandt, PhD***

asknexus@umn.edu

Associate Vice President for Education  
Academic Health Center Office of Education  
Director, National Center for Interprofessional Practice and Education  
University of Minnesota (Twin Cities)  
University of Minnesota Professor, Pharmaceutical Care and Health Systems

© 2017 Regents of the University of Minnesota, All Rights Reserved.

# Steps for Developing an Assessment Plan

## A PRACTICAL GUIDE: VOLUME 3

The purpose of this Guide is to help you develop an effective plan for assessing IPCP teamwork competencies. Assessment planning is critical whether you are assessing students at the undergraduate training level, planning staff development in a clinic, or benchmarking indicators of team performance across hospital units. In this Guide, we describe what goes into a teamwork assessment plan and how to create one. This Guide

- describes five steps for assessment planning,
- provides checklists and places for you to fill-in-the-blank to help you begin creating your assessment plan,
- offers suggestions as to what measurement professionals look for when they review a measurement tool,
- touches briefly on the topic of adapting existing measurement tools, and
- provides an overview of the National Center's measurement instruments collection.