

Evaluation Form - Medical Staff Orientation Manual

Objective of Survey

The survey questions included below are designed to evaluate the effectiveness of the Medical Staff Orientation Manual. Survey results will be used to improve and enhance the Orientation Manual.

Instructions

All responses will be kept anonymous. Please answer all the questions listed below and send by inter-office mail to:

Astrid Levelt

Director, Medical Affairs, PHC
Room 541-A, 5th floor Burrard Building

Survey Questions

1. Date of Orientation:

2. What type of Medical Staff provider are you?

- Physician
 Midwife
 Nurse Practitioner

3. What is your status at PHC?

- Locum
 Temporary
 Provisional
 Active
 Scientific and Research
 Don't know

4. To what extent did you review the Orientation Manual?

- I read every single page of the Manual.
 I read most of the Manual.
 I read some parts of the Manual.
 I skimmed through the Manual.
 I did not review the Manual at all.

5. Using a scale of 1 – 5 (i.e., 1-strongly disagree, 5-strongly agree), please answer the following questions.

Question	1 Strongly Disagree	2 Disagree	3 Neutral	4 Agree	5 Strongly Agree	Don't Know
Did the orientation manual address your needs as a new Medical Staff of PHC? Did the Manual include basic information that helped you make a smooth transition to PHC?						

Question	1 Strongly Disagree	2 Disagree	3 Neutral	4 Agree	5 Strongly Agree	Don't Know
After reading the Orientation Manual, do you feel that you have a good understanding of the role of Medical Affairs, the Medical Advisory Committee, the Medical Staff Association and the Medical Staff Leadership?						
Did the Orientation Manual provide you with information about where you could go for more information on topics that are of interest to you?						
After reading the Orientation Manual, was it clear to you how we do business at PHC (e.g., radiology, pathology and laboratory medicine, emergency preparedness)?						
After reading the Orientation Manual, was it clear to you how you get set-up as a new Medical Staff (e.g., photo ID badge, accessing Health Information System)?						
Did the instructions included in the Manual actually work (e.g., process for obtaining user names and passwords, photo ID badge)?						

6. What questions did the Orientation Manual not answer that you feel it should in the next iteration? What was missing from the Manual?

7. Do you feel the Orientation Manual is a valuable tool?

- Yes
 No

Please explain.

8. Additional comments.
