



Facilitator Checklist for 2TSP Workshop

Module 2TSP Introduction

Participants

Up to 15

Staff

2 staff

NB: Staff should have completed both Simulated Patient Train-The-Trainer (3TSP) and Train The Simulated Patient (2TSP) programmes

Room

- Spacious room
- Chairs for participant groups initially arranged in a u-shape configuration
- Tech desk/laptop and data projector
- Whiteboard or flip charts (for group activities and practical demonstrations)

Resources

- A selection of everyday items e.g. colander/sieve, remote control, tennis racquet, old mobile phone, metal tray
- A selection of clothing items that are appropriate for the Role Profiles selected for use (e.g. Levi/Lillian, Martin/Marina) e.g. jackets, hats, scarves, crutch/walking stick, see examples of props below:





Facilitator preparation

- Review and summarise e-learning iBook/pdf
- Participants may be invited to complete the blank SP database form (print copies of the pdf) – *this may be emailed in advance or completed within the registration period on the day of the workshop*
- Review PowerPoint slides
- Coordinate the presentation and practical elements of the workshop (identify staffing if different staff responsible for teaching different sections) – *populate the Staffed Workshop plan*
- USB stick with PowerPoint presentation and videos for section 5 (SP feedback)
- Evaluation form (2TSP Reactionnaire) – *it is possible to incorporate your institutional requirements for training provision*

Hard copy materials (essentials only)

- Whiteboard/flipchart pens
- Pens, post-it notes, writing paper (e.g. postcard A5 size)
- Attendance sheet
- Name stickers
- SP Cases:
 - a) SP role profiles, e.g. Levi & Lillian Williams, Maria and Martin.
- Evaluation forms (e.g. 2TSP Reactionnaire)



Checklist for workshop event

Date: _____

Venue: _____

Facilitator(s):

- Attendance sheet completed
- Participant evaluation form completed
- Faculty evaluation form completed