

<b>Enhancement Name:</b>	<b>Practice Education Guidelines (PEG) Module</b>	<b>Updated:</b> February 12, 2006 DRAFT Version 1.0
<b>Requestor(s):</b>	BC Academic Health Council - Practice Education Innovation Fund	
<b>Enhancement Description:</b>	The PEG module will encompass a set of Best Practice Guidelines (BPG) to be identified by the PECbc Steering Committee, and to be made available to appropriate audiences via the HSPnet Content Management toolkit, currently under development. Health Authorities (HA) will be able to access, subscribe to, and/or adapt the PECbc BPG as they advance towards standardized policies and procedures related to practice education at the level of Service, Site, Health Authority, and/or discipline. The PEG module will include standardized templates, references, checklists and reports, and will access HSPnet tools that facilitate continuous development, review and update of content.	

### Project Objectives

1. Contribute to improved quality and effectiveness of practice education partnerships, processes and outcomes by:
  - Providing standardized tools for defining guidelines and procedures that facilitate student placement processes at the level of units, services, and sites, both within and across HA's;
  - Defining and communicating expectations and responsibilities of HA and PSE;
2. Provide ability for HA to efficiently search and identify Best Practice Guidelines and related tools to facilitate practice education requests;
3. Provide ability for HA to implement new guidelines and processes to support program growth, curriculum changes, or organizational policy change;
4. Ensure sustainability and cost effectiveness of the PEG and processes that support it;
5. Involve key stakeholders and facilitate collaboration on PEG development and application;
6. Support evidence-based quality teaching and learning based on Best Practices

### Evaluation Plan

The project will be evaluated through tools and activities as outlined below:

Evaluation Indicator	Proposed Measure	Proposed Tool
Consensus on the tool's purpose and potential value	User ratings on contributions to collaboration and quality of learning (HAs, PSEs)	<ul style="list-style-type: none"> <li>• Discussion Paper and feedback from users in BC and other provinces</li> <li>• Post-PEG User Satisfaction Survey (to include both HSPnet users, and managers or decision makers that may not be HSPnet users)</li> </ul>
Potential and realized contribution to PE outcomes	Perceived value of the data and processes for tracking PEG progress, and for improving placement outcomes	<ul style="list-style-type: none"> <li>• Post-PEG User Satisfaction Survey</li> </ul>

Evaluation Indicator	Proposed Measure	Proposed Tool
Potential and/or realized contribution to learning quality	Usefulness of PEG Content Manager tools	<ul style="list-style-type: none"> <li>Focus groups of unit RCs, PCs</li> <li>Post-PEG User Satisfaction Survey</li> </ul>
Sustainability	<ul style="list-style-type: none"> <li>Adoption rates</li> <li>(future) timeliness of PEG content updates</li> </ul>	<ul style="list-style-type: none"> <li>Report on % and comprehensiveness of PEG completion, subscription rates</li> </ul>
Ease of Use	<ul style="list-style-type: none"> <li>Ease of use ratings (PEG, tools reports)</li> </ul>	<ul style="list-style-type: none"> <li>Post-PEG User Satisfaction Survey</li> <li>Course Evaluations (PEG launch)</li> <li>Focus groups (see above)</li> </ul>

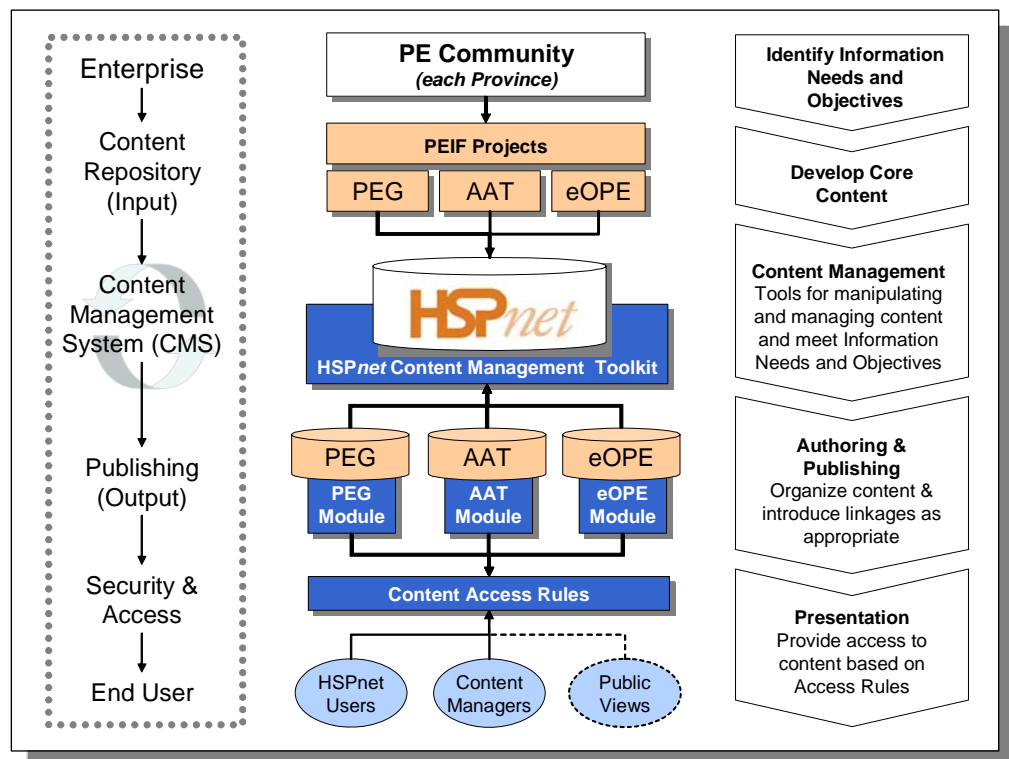
### PEG Functionality and Integration with HSPnet

This project provides a unique opportunity to leverage the existing HSPnet data model, functionality, and user support infrastructure to deliver up-to-date content in a standardized format, and to encourage sharing and/or standardization of that content.

The PEG module will access a common set of content management tools being developed to support three related projects: Practice Education Guidelines (PEG), Affiliation Agreement Tracker (AAT), and e-Orientation for Practice Education (eOPE). Each project will require content management functionality to facilitate development and tracking throughout the continuum of:

Enterprise  
Content Repository (Input)  
Content Management System (CMS)  
Publishing (Output)  
Security & Access  
End User

- Initiating or authoring content (BPG, standardized affiliation agreement components, e-Learning content)
- Publishing content for reference by others, to be accessed either from a “menu” or Table of Contents of available content, or through search tools



- Permitting HA and PSE to “subscribe” to content for local use, or to adapt as a local variation of the published content or standard
- Providing automated alerts to ensure content is regularly reviewed and/or updated.

PEG content management would provide the following functionality:

Enhancement	Function	Detail
<b>PEG User Access tools</b>	Secure access to PEG via HSPnet	Establish new HSPnet access levels for content management: <ul style="list-style-type: none"> <li>• PEG Author / Contributor</li> <li>• Local PEG Administrator – allows subscription and/or adaptation of PEG at the local level (e.g. HA) and to “cascade” applicability to specified Sites, Services and units/destinations.</li> <li>• PEG Viewer – read-only access to content within secured (HSPnet) environment</li> </ul>
	Public access to PEG excerpts	Allow content subsets to be published on the HSPnet public website for access by the general public, PSE and students from outside of BC. NOTE – requires research and consensus on what content is suitable for public release
<b>PEG Content Access tools</b>	Content Organization and Search Tools	Publishing of core content for access by subject area (from a Table of Contents) or through keyword or subject search
<b>PEG Content Templates</b>	Content development templates (see proposed Template Structure, below)	Provide standardized templates to facilitate content development and usability
<b>PEG Content Review &amp; Update tools</b>	User-defined alerts to ensure timely review and/or update of BPG and local content	Ability to specify review date, responsible user (and Agency if user status changes), and outstanding tasks (further research required, etc.)

**Content Developer Perspective** - It is anticipated that only a small percentage of PEG content authors will be existing users of HSPnet. This “new” user group will therefore need introductory training into HSPnet functionality and “look and feel”.

**Existing HSPnet User Perspective** - Existing HSPnet users who are not PEG content developers will still access and benefit from PEG content. For example, practicum coordinators, instructors, and even (in future) students would benefit from access to PEG content by site, service or unit/destination, to be made available through the existing HSPnet online Profiles. As appropriate, PEG content can be linked to specific local information or resources such as forms and checklists, and over time to other HSPnet content such as AAT requirements and e-Orientation modules.

## Template Structure

During the PECbc Steering Committee planning session, the following template components were proposed:

**Publication Date** – applies to when the guideline was added into repository of the Practice Education Guidelines

**Purpose Statement** – outlines the objective(s) or purpose for the guideline which include intended audience, relationship to other guidelines, and exceptions or additions

**Rationale** – validates the Purpose Statement by providing a rationale and/or expected benefits of the guideline

**Guideline** – detailed Guideline content including related processes and online resources or standardized tools

**References** – provide relevant links to contributing sources and references to historical documents, literature, and guideline archives (previous versions of the guideline and associated resources)

**Health Authority/Agency Links** – identifies the status of each HA or non-HA agency in terms of their subscription to and/or adaptation of the guidelines

**Review Date** – specifies review schedule and outstanding tasks and/or next steps

**Document Review History** – generates a history of review and revision of guideline and associated resources

## **PEG Requirements – User Training and Support**

Training for PEG Content Managers will be delivered as part of the initial implementation of the PEG module is currently scheduled to start in September 2006. On an ongoing basis, PEG Content Manager training will be incorporated into the existing HSPnet training curriculum.