

## CPD Committee Proposal Evaluation Form

Name of CPD activity:	
Name of SPC Chair:	Email:
Date of review:	
Is the SPC representative of the target audience: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Needs Assessment	
The needs assessment should reflect the following:	
<input type="checkbox"/> There are perceived needs identified.	
<input type="checkbox"/> There are unperceived needs identified.	
<input type="checkbox"/> The needs assessment is relevant to the target audience.	
Learning Objectives	
The learning objectives should reflect the following:	
<input type="checkbox"/> The learning objectives are written from the perspective of the learner.	
<input type="checkbox"/> Action verbs are used to create the learning objectives.	
<input type="checkbox"/> The learning objectives are derived from the needs assessment.	
<input type="checkbox"/> There are learning objectives for the overall program.	
<input type="checkbox"/> There are learning objectives for individual sessions.	
<input type="checkbox"/> There are learning objectives provided to the participants in advance.	
Proposed changes or comments on the learning objectives:	
Are the CanMEDS roles listed suitable: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Comments/feedback on the CanMEDS roles:	

Other comments/considerations: