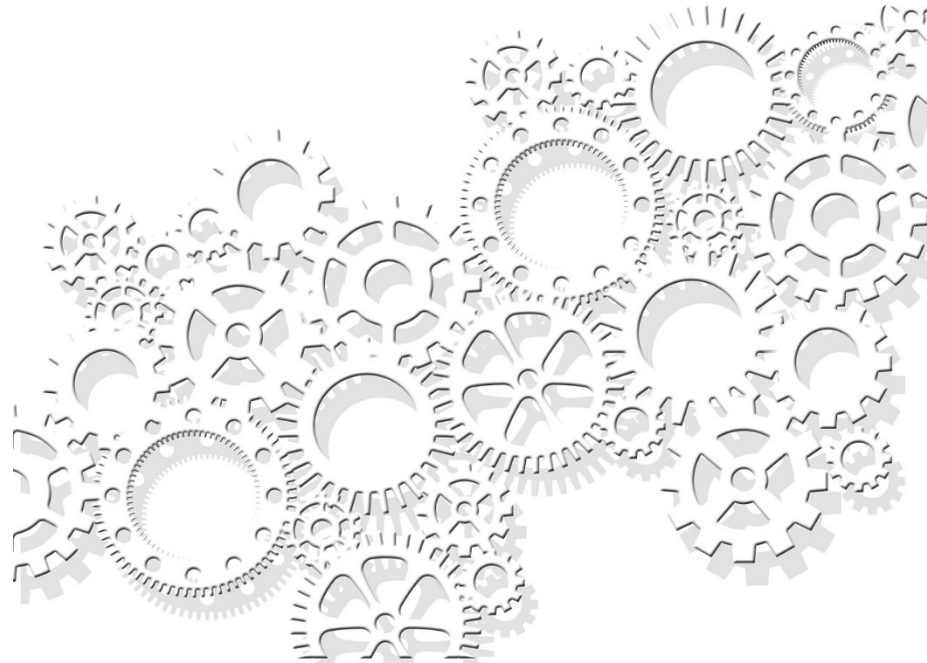# INTRODUCTION

Evidence-Informed Policy Making Training

WELCOME & OPENING

OBJECTIVES

By the end of this session participants will:

- Introduce self & get to know others
- Know the training goal, objectives, & components of the larger capacity building program
- Be familiar with the training agenda, logistics, & materials
- Share expectations, hopes & fears for the workshop, & learn those from other participants
- Identify group guidelines for creating a safe, comfortable, & effective learning environment for working together
- Know results of the pre-test completed prior to training

INTERVIEW YOUR NEIGHBOR

1. Find someone you do not know. Move around.

2. Take 2 minutes each to ask:
   - Name
   - Professional information: position, institution
   - Role in using evidence for decisions in your organisation

3. Return to group

4. Introduce your partner to the group; share what you learned

OVERVIEW OF TRAINING - PART 1

Goal

Objectives & Outcomes
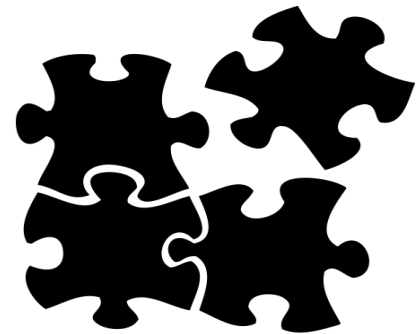
Needs Assessment Results

Training Design

Pre-training & follow-up components

Adult Learning

TRAINING GOAL

To enhance capacity of mid-level policy makers in accessing, appraising, synthesizing, & applying research evidence

TRAINING OBJECTIVES

Strengthen participants' skills & knowledge to:

- Define policy questions

- Identify leading sources of health evidence

- Conduct systematic and effective/productive searches of evidence

- Critically appraise evidence

- Adapt research findings from elsewhere for use in other contexts

- Review various evidence sources & synthesize messages and recommendations

- Develop a policy brief with recommendations for a current policy issue

- Effectively communicate policy recommendations to officials

EXPECTED TRAINING OUTCOME

1. Practical skills strengthened in accessing, appraising, synthesizing & applying evidence

2. Evidence-to-policy products created: Draft policy brief or memo, presentation outline or key messages

3. Ultimately, technical capacity improved to increase demand for and use of evidence in decision-making within MoH & parliament

WHY TRAINING? NEEDS ASSESSMENT RESULTS

Created by Jesus Puertas
from Noun Project

NEEDS ASSESSMENT CONDUCTED IN MOH & PARLIAMENT IN KENYA & MALAWI INDICATED A GAP IN TECHNICAL SKILLS

Respondents in the needs assessment on status of evidence use in health policy making in 2014 said they lacked skills to:

- Analyze routine data

- Access evidence – search & assess quality of documents

- Interpret & synthesize findings from various documents

- Summarize evidence into clear policy messages

TRAINING DESIGN

- Integrated approach: pre-training, multi-day training, follow-up

- Interactive and practical

- The Modules

- A great deal of information!

Introduction
Module 1: Foundation
Module 2: Accessing Evidence
Module 3: Appraising
Module 4: Synthesizing
Module 5: Applying
Wrap up & Way Forward

TRAINING DESIGN: PRE-TRAINING & FOLLOW-UP PROGRAM

Pre-training

- Needs assessment
- Participant selection
- Policy issue identification
- Pre-reading
- Pre-test

Follow-up

- Participant contract
- Support to complete deliverables (e.g., policy brief)
- Training debrief at work organization
- Routine check-in sessions for progress & assistance.
- Refresher meeting

TRAINING DESIGN: ADULT LEARNING PRINCIPLES

- Draw on knowledge, expertise, & experiences of participants

- Keep the training relevant to work

- Encourage participants to put learnings into practice

- Foster collaboration & exchange among participants, & between facilitators

YOUR ACTIVE PARTICIPATION

- Listen deeply

- Speak up when you have something to add

- Encourage everyone to speak

- Serve in roles for group work

- Take notes during group work

- Do background reading & assignments

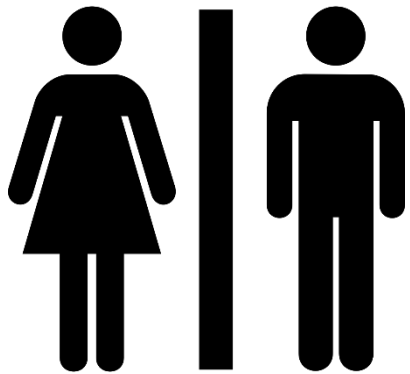# TRAINING OVERVIEW - PART 2

Logistics

Agenda

The Participant Guide

Group Agreements
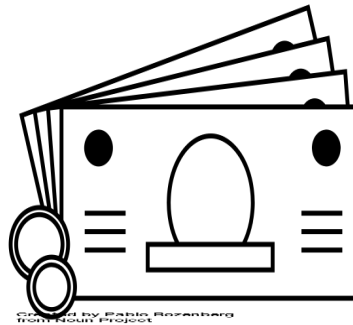
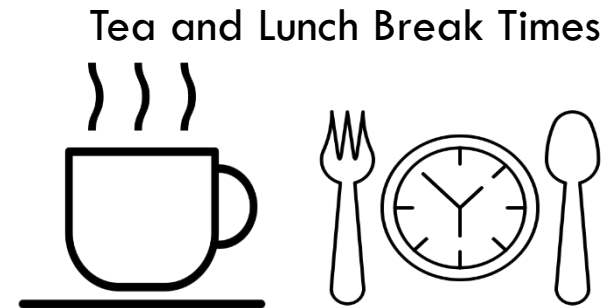Expectations, Hopes, & Fears

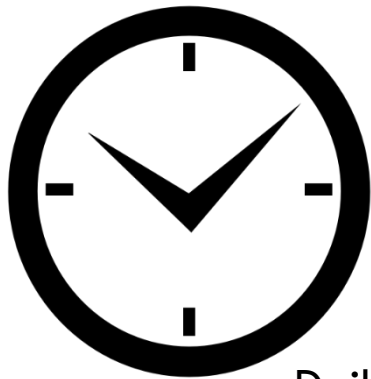Pre-test Results

LOGISTICS

Meals, allowances/per diems, etc.

Tea and Lunch Break Times

Bathrooms

Created by Pablo Rozenberg from Noun Project

Created by Stanislav Levin from the Noun Project

Created by Danil Polshin from Noun Project

Daily Start and End Times

Created by Angela Angelini from Noun Project

Coordinator for Tea and Lunch Breaks

Created by from Noun Project

TRAINING AGENDA

Evidence Informed Policy Making Training	
Agenda	
Sunday – Pre-test Survey	
DAY 1 (MON 2015)	
2 hours 15 min	Session 1: Introduction
	Learning Objectives
	1. Introduce participants and facilitators to each other and to the SECURE Health project 2. Introduce the training objectives, materials, and logistics 3. Review the pre-test 4. Create an effective learning environment
8.30–8.35	Prayer [5 min]
8.35–9.15	Opening Ceremony - Introductions [5 minutes] - Remarks by AFIDEP – Eliya Zulu, Executive Director [10 minutes] - Remarks by Representative of Parliament – [10 minutes] - Remarks by Representative of Ministry of Health – [10 minutes]
9.15–9.25	Official Opening Remarks of Training Workshop – [10 minutes]
9.35–9.45	Group Photo
9.45–10.00	TEA/COFFEE BREAK
10.00–10.45	A. Introductions – participants [45 min]
10.45–11.00	B. Logistics and participant roles [15 min]
11.00–12.00	C. Workshop Overview and SECURE Health Program Overview [1 hour]
	a. Why Training?
	Energizer
	b. Objectives, Agenda, Participant's Guide [20 minutes]
12.00–12.15	D. Group agreements [15 min]
12.15–12.30	E. Review pre-test results: what and why [15 min]
12.30–1.30	LUNCH
5 hours 40 min	Session 2: Foundation of Policymaking and Evidence Use
	Learning Objectives
	5. Examine the role of evidence in policy making: importance and value

PARTICIPANT'S GUIDE

GROUP AGREEMENTS

What do we want to agree on as guidelines for working together?

SOME SUGGESTED GROUP AGREEMENTS

- Mobile phones, iPads & laptops on silent mode/switched off

- Commit yourself to attend

- Keep time

- Allow each person time to talk

- Ask questions

- Keep on topic

- Keep personal comments confidential

- Take care of yourself

YOUR EXPECTATIONS

1. Write your expectation for the training

2. Pass it forward to facilitator

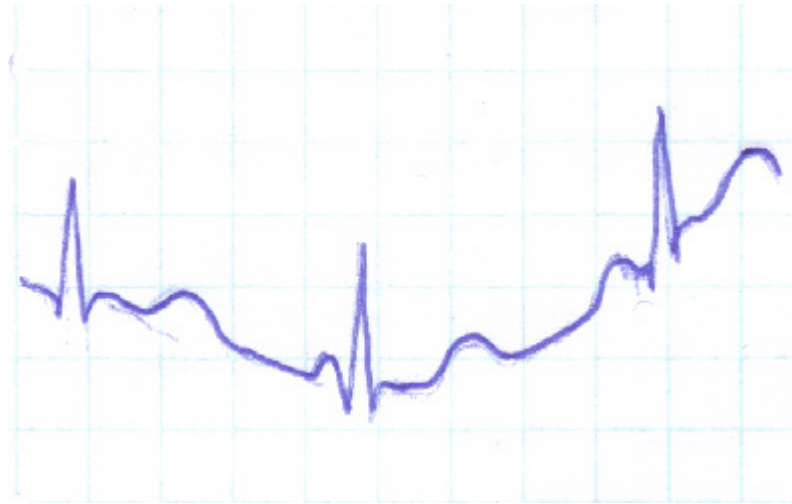3. Process with Agenda & Parking Lot

YOUR HOPES AND FEARS

1. Write your hopes on one color Post-It

2. Write your fear on the other color Post-It

3. Post each on chart paper on wall

4. Process

Take just 2-4 minutes for this

PRE-TEST RESULTS

Summary of scores & areas for emphasis

OBJECTIVES - INTRODUCTION

At the end of this session participants will:

- Introduce self & get to know others
- Know the training goal, objectives & components of the larger capacity building program
- Be familiar with the training agenda, logistics & materials
- Share expectations, hopes and fears for the workshop & learn those from other participants
- Identify group guidelines for creating a safe, comfortable & effective learning environment for working together
- Know results of the pre-test completed prior to training