

## Pre-Registration Tool for Practice Facilitator Core Training

This is a conversation tool for Practice Facilitators and their managers to discuss the time commitment required to optimize the training experience and to receive a certificate of achievement. We suggest it's reviewed together and the following is considered:

- What is the best way to ensure the Practice Facilitator has the time and space to:
  - Complete the Learn@AMA courses prior to corresponding interactive sessions?
  - Attend the interactive sessions?
  - Complete the worksheets; attend Practice Facilitator Connect meetings
- Would you like to receive individualized self-assessment results? If so, will you review them together to inform professional development? (see below for details)
- Quick Link: [Practice Facilitator Self-Assessment Tool](#)

### Time Commitment

The estimated total time commitment for a Practice Facilitator to complete the training is **45** hours.

### Certificate of Achievement Requirements

*Note: the certificate of achievement is provided after virtual follow up session and completion of the Post Practice Facilitator Self Assessment.*

- Complete all Learn@AMA courses prior to corresponding interactive sessions
  - 2 introduction courses before virtual welcome session – **1 h**
  - 14 primary care context & strategies for engagement courses before Day 1 session – **3-5 h over 4 weeks**
  - 19 quality improvement & facilitation courses before Days 2/3 sessions – **6-8 h over 4 weeks**
- Attend all interactive sessions
  - Virtual welcome – **1.5 h**
  - In-person days 1,2&3 – **7-8 h per day; 4-5 weeks between day 1 and days 2/3 (consecutive)**
  - Virtual follow up – **2 h**

### Contact:

Please reach out to [learn@albertadoctors.org](mailto:learn@albertadoctors.org) with questions.