Completed worksheet for developing capacity building plans – REACH Uganda

Skills	Who is responsible	Who needs training (Names, positions, affiliations)	Plans for training	Target date	Comments
Preparing and using policy briefs					
Clarifying the problem • Framing the problem • Finding, appraising and summarising evidence of the magnitude of the problem • Finding, appraising and summarising evidence of factors underlying the problem	Harriet, Delius	Harriet, Delius, Rhona	Doctorate workshop in Kampala	31 Aug 2010 to 3 Sep 2011	

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1

Skills	Who is responsible	Who needs training (Names, positions, affiliations)	Plans for training	Target date	Comments
Deciding on and describing options to address the problem • Identifying options • Finding, appraising and summarising systematic reviews • Finding, appraising and summarising evidence of costs and cost-effectiveness • Finding, appraising and summarising other relevant evidence	Harriet, Delius	Harriet, Delius, Rhona	Doctorate workshop in Kampala	31 Aug 2010 to 3 Sep 2011	

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2

Skills	Who is responsible	Who needs training (Names, positions, affiliations)	Plans for training	Target date	Comments
Identifying and addressing barriers to implementing the options • Identifying potential barriers • Finding, appraising and summarising evidence of potential barriers • Identifying implementation strategies • Finding, appraising and summarising systematic reviews of implementation strategies	Harriet, Delius	Harriet, Delius, Rhona	Doctorate workshop in Kampala	31 Aug 2010 to 3 Sep 2011	

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3

Skills	Who is responsible	Who needs training (Names, positions, affiliations)	Plans for training	Target date	Comments
Clarifying uncertainties, needs and priorities for monitoring and evaluation • Setting priorities for monitoring and impact evaluations • Finding, appraising and summarising evidence of indicators and approaches to monitoring • Designing and implementing impact evaluations	Harriet, Delius	Harriet, Delius, Rhona	Doctorate workshop in Kampala	31 Aug 2010 to 3 Sep 2011	
Organising and running policy dialogues	Harriet, Delius	Harriet, Delius, Rhona	Doctorate workshop in Kampala	31 Aug 2010 to 3 Sep 2011	

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4

Skills	Who is responsible	Who needs training (Names, positions, affiliations)	Plans for training	Target date	Comments
Informing and engaging stakeholders • Tailoring information • Preparing press releases and organising press conferences • Methods for consulting stakeholders • Methods for engaging stakeholders	Harriet, Delius	Harriet, Delius, Rhona			

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5

Skills	Who is responsible	Who needs training (Names, positions, affiliations)	Plans for training	Target date	Comments
Promoting and supporting evidence-informed health policy (EIHP)					
Raising awareness and understanding of EIHP	Nelson Sewankambo, Sam Okware, Harriet, Delius	Sam Okware, Harriet, Delius, Rhona			
Developing an organisational structure and a work plan for an EIHP support unit • Self assessment • Strategies to ensure collaboration between policymakers, researchers and stakeholders • Strategies to ensure independence and manage conflicts of interest • Strategies to ensure the use of systematic and transparent methods • Strategies to ensure adequate capacity	Nelson Sewankambo, Sam Okware, Harriet, Delius	Sam Okware, Harriet, Delius, Rhona			

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6

Skills	Who is responsible	Who needs training (Names, positions, affiliations)	Plans for training	Target date	Comments
Searching for and retrieving research • Systematic reviews • Quantitative studies • Qualitative studies • Local conditions • Resource use, costs and economic evaluations	Harriet, Delius	Harriet, Delius, Rhona	Holmsbu workshop	23 to 27 May 2011	
Critically appraising (risk of bias, applicability, impacts on equity) research • Systematic reviews • Quantitative studies • Qualitative studies • Local conditions • Resource use, costs and economic evaluations	Harriet, Delius	Harriet, Delius, Rhona	Holmsbu workshop	23 to 27 May 2011	
Judging the quality of evidence and preparing summaries of findings	Harriet, Delius	Harriet, Delius, Rhona	Holmsbu workshop	23 to 27 May 2011	
Making judgements about the balance between the pros and cons of options	Harriet, Delius	Harriet, Delius, Rhona	Holmsbu workshop	23 to 27 May 2011	
Dealing with insufficient research evidence	Harriet, Delius	Harriet, Delius, Rhona	Holmsbu workshop	23 to 27 May 2011	

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7

Skills	Who is responsible	Who needs training (Names, positions, affiliations)	Plans for training	Target date	Comments
Rapid responses and clearing houses					
Clarifying questions	Rhona	Rhona			
Preparing rapid responses	Rhona	Rhona			
Establishing and maintaining a rapid response service	Rhona	Rhona			
Establishing and maintaining a clearing house	Harriet, Delius, Rhona	Harriet, Delius, Rhona			
Stakeholder analysis Understanding decision making processes in your setting Implementation challenges Cost effectiveness analysis Health information systems Other?	Harriet, Delius, Rhona	Harriet, Delius, Rhona			

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8