

Capacity Building Assistance Program: Data Management, Monitoring, and Evaluation

Attachment 6

Post-Training Evaluation (PTE)

Public reporting burden of this collection of information is estimated to average 5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to CDC/ATSDR Reports Clearance Officer; 1600 Clifton Road NE, MS D-74, Atlanta, Georgia 30333; Attn: OMB-PRA (0920-New)

Post-Training Evaluation (PTE)

Thank you for participating in a capacity building assistance (CBA) classroom or eLearning training sponsored by Centers for Disease Control and Prevention (CDC), Division of HIV/AIDS Prevention. CDC would like to get your feedback on aspects of the training, especially its usefulness for directly assisting you in starting or sustaining implementation of an intervention or public health strategy. We also would like to know more about technical assistance that you may need to further support or sustain implementation.

Participation in this survey is voluntary. If you participate, your name and individual responses will not be reported. Your responses will be combined with the responses of others to see if there are any patterns in the feedback. Completing the survey should take approximately 5 minutes.

The results of this survey will provide valuable information that can be used to improve CBA training and technical assistance services, so your organization continues to strengthen its ability to improve performance and maximize impact. Working together, we will end the HIV epidemic.

Thank you in advance for your time and assistance! If you have any questions about this survey, please feel free to email us at CBAEvaluations@cdc.gov or call us at (404) 498-0196.

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Instructions: Thinking about the training [INSERT NAME OF TRAINING], that you completed on [INSERT DATE(S)], please select your response to each question.

Training Design and Delivery

1. Overall, how satisfied are you with the training you received?
 - Very Satisfied
 - Satisfied
 - Neutral, not satisfied or dissatisfied
 - Dissatisfied
 - Very Dissatisfied

2. Did you participate in the training because your organization is starting or continuing implementation of the intervention/public health strategy?
 - Yes
 - No → Skip to Question 5

3. The training content provided the information that I needed to implement the intervention/public health strategy.
 - Strongly Agree → Skip to Question 5
 - Agree → Skip to Question 5
 - Neutral
 - Disagree
 - Strongly Disagree

4. Did you have any of the following issues with the content of the training? *Select all that apply.*
 - The content was not tailored to my client population
 - The content was not tailored to my organization's requirements (e.g., policies, procedures, or practices)
 - The content did not consider my local policies and laws
 - The content was outdated
 - Other [PLEASE SPECIFY]

If classroom training, proceed to Question 5. If eLearning training, skip to Question 11.

Please indicate the extent to which you agree/disagree with the following statements.

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
5. Trainer(s) was knowledgeable about the topic	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. Trainer(s) communicated information clearly	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. Trainer(s) was responsive to questions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. Training activities (e.g., role-plays, games, and practices) effectively reinforced the concepts discussed	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9. Training materials (e.g., manuals and handouts) effectively reinforced the concepts discussed	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

10. Please write any additional comments you would like for us to know about the training (e.g., trainer(s), suggested areas for improvement, feedback about things that went well) in the text box below.

[TEXT BOX]

➔ **[Skip to Question 15](#)**

Questions 11–14 are for eLearning only.

11. The [Training Name] training was easy to navigate (e.g., clear instructions on how to move forward and how to revisit previous sections of the module).
- Strongly agree
 - Agree
 - Neutral, don't agree or disagree
 - Disagree
 - Strongly disagree
12. The [Training Name] training provided the proper level of additional assistance and explanation (e.g., useful content or supplemental materials in resource or help tab).
- Strongly agree
 - Agree
 - Neutral, don't agree or disagree
 - Disagree
 - Strongly disagree
13. Text and graphics were easy to read.
- Strongly agree
 - Agree
 - Neutral, don't agree or disagree
 - Disagree
 - Strongly disagree
14. The interactive content (e.g., integrated quizzes/ assessments, reality-based scenarios, case studies, videos) was effective in keeping me engaged.
- Strongly agree
 - Agree
 - Neutral, don't agree or disagree
 - Disagree
 - Strongly disagree

Select the best response for each item in the table. How would you rate your knowledge of the intervention/public health strategy that you learned about in the training?

	Poor	Below average	Average	Good	Excellent
15. Before the training	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
16. After the training	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Implementation

17. Is your organization currently implementing this intervention/public health strategy?

- Yes → Skip to Question 19
- No

18. How likely is your organization to implement the intervention/public health strategy in the next 6 months?

- Not at all likely
- A little likely
- Somewhat likely
- Very likely
- Don't know

19. Please indicate which response best describes your primary role in implementing the intervention/public health strategy. I am or will be responsible for:

- Directly implementing the intervention/public health strategy
- Supervising staff who are implementing the intervention/public health strategy
- Serving as an administrator whose staff implements the intervention/public health strategy
- Evaluating the implementation of the intervention/public health strategy
- None of the above (I will not have a role in implementing the intervention/public health strategy)
- Other [PLEASE SPECIFY]

Technical Assistance Needs

20. What additional technical assistance would help you or your organization implement the intervention/public health strategy? *Select all that apply.*

- Integrating the intervention/public health strategy into existing programs
- Developing appropriate partnerships with other organizations
- Adapting the intervention/public health strategy for a specific population
- Planning for implementation
- Developing materials for the intervention/public health strategy
- Recruiting clients or patients
- Facilitating the intervention/public health strategy
- Retaining clients or patients
- Evaluating and monitoring the intervention/public health strategy
- Other [PLEASE SPECIFY]
- I do not have any additional technical assistance needs → Go to “Thank You” message

21. Do you know how to request technical assistance from CDC to help you implement this intervention/public health strategy?

- Yes
- No [provide a pop-up box with information about how to request TA]

Thank you for your feedback. Your input is important to the improvement of our capacity building assistance services.