# SSIP Evaluation Workshop 2.0: Evaluating Infrastructure Breakout

# Decision Points for Adapting a Tool Worksheet

This worksheet can be used to think through decision points for adapting and using a tool to evaluate infrastructure improvements.

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| **Decision Point** | **Team Response/Decision** |
| Describe the design of the tool, including format and content. |  |
| Describe any needed changes to items to ensure phrasing describes a single concept (e.g., no double-barreled questions). |  |
| Describe any needed changes to items to ensure phrasing of items is clear (e.g., objective, jargon-free). |  |
| Describe the response options that will be used (e.g., multiple choice, 5-point rating scale). |  |
| Describe how you will pilot test the tool. |  |
| Describe the data collection method to be used (e.g., self-assessment, focus groups, data system). |  |
| If applicable, describe recorded sessions (e.g., who will record, number of recordings, length of recordings, what will be recorded). |  |
| Describe who will participate in collecting the data (e.g., program administrators, parents, providers) |  |
| Describe training that will be provided for those using the tool (e.g., training on the tool, practice with the tool, interrater reliability that must be met).  |  |

Adapted from: Feely, M., Seay, K., D., Lanier, P., Auslander, W., & Kohl, P.L. (2018). Measuring fidelity in research studies: A field guide to developing a comprehensive fidelity measurement system. *Child and Adolescent Social Work Journal, 35,* 139-152.