**Community Engagement Advisory Network (CEAN) Member Reflection Tool –For Committee Leads**

This tool is for Committee Leads or CEAN Liaisons who would like to do a self-evaluation of their impact and contributions to a committee or project. This is not a mandatory tool, but something to assess the impact a CEAN member has and inform continued development of the advisor role on the committee. The questions below are a guideline and can be adapted as you see fit. It is recommended that you use this tool in conjunction with the CEAN self-reflection tool. If you have questions or require any support, please get in touch with ce@vch.ca.

Committee Name:

Name of Committee Liaison:       Name of CEAN Member:

Date:

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| --- | --- |
| What do you feel the committee/project is hoping to accomplish by having a CEAN member involved? | [ ]  Include patient/family perspective in planning and decision making[ ]  Encourage members of the project/committee to always consider the patient/family voice throughout its work[ ]  Make better decisions with the help of patient/family advisorsOther (include specific examples where advisor voice is needed):       |
| In your opinion, has the committee achieved what it hoped to accomplish by having a CEAN member involved? | 1 [ ]  2 [ ]  3[ ]  4 [ ]  5 [ ] Not at all Somewhat Yes  achieved completely  |
| Do you feel the participation of the CEAN member has had an impact? | [ ]  Not really [ ]  Somewhat[ ]  Highly ImpactfulOther:       |
| What are some examples of the impact that CEAN members have had on the committee? |       |
| Name three specific strategies that you have used to successfully integrate the CEAN member into the committee |       |
| How engaged is the CEAN member on the committee? | 1 [ ]  2 [ ]  3 [ ]  4 [ ]  5[ ] Not at all Somewhat Very Engaged Engaged |
| If very engaged, what do you think contributed to the CEAN member feeling that way? |       |
| If they are not very engaged, what do you think could help them become more engaged? |       |
| Share examples of good experiences with having a CEAN member on the committee? |       |
| Share any examples in which a CEAN member could have reacted or responded in a more productive manner? |       |
| Share suggestions for improvement regarding CEANs on your committee? |       |
| Overall, how do you feel about involving advisors on the committee? | 1 [ ]  2 [ ]  3 [ ]  4 [ ]  5[ ] Not good Okay Very good  |
| Additional Questions:      |  |
| Other Comments: |       |

Thank you for filling out this survey.