

Educational Planning Table – Live/Enduring Material

Title of Activity: _____

Identified Gap(s): _____

Description of current state: _____

Description of desired/achievable state: _____

Gap to be addressed by this activity: _____ Knowledge _____ Skills _____ Practice _____ Other: Describe _____

Learning Outcome (s) _____

Select all that apply: Nursing Professional Development Patient Outcome Other: Describe _____

CONTENT (Topics) Provide an outline of the content	TIME FRAME (if live) Approximate time required for content	PRESENTER/ AUTHOR List the Author	TEACHING METHODS/LEARNER ENGAGEMENT STRATEGIES List the learner engagement strategies to be used by Faculty, Presenters, Authors

List the evidence-based references used for developing this educational activity (references must be within the last five years unless considered a classic):

If Live: Note: Time spent evaluating the learning activity may be included in the total time when calculating contact hours.

Total Minutes ____ divided by 60= ____ contact hour(s)

If Enduring: Method of calculating contact hours:

____ Pilot Study _____ Historical Data _____ Complexity of Content _____ Other: Describe _____

Estimated Number of Contact Hours to be awarded: _____

Completed By: Name and Credentials _____

Date _____