# Practicing Knowledge Translation | Application Form

Thank-you for your interest in applying to the Practicing Knowledge translation (PKT) course!

To make sure the course is a good fit for you, we would like to learn about your project and your interest in participating in the course through the following application form.

Based on previous requests, we will be reviewing applications on a rolling basis. Acceptance into the course will be based on a first come first serve basis, assuming the project and role meets our admittance criteria. We therefore encourage you to complete this application as early as possible to ensure a spot in the course.

**Potential dates:** This course will be offered in April 2019 and October 2019. The last part of this application form will ask you to select your preferred time to attend this course. We will do our best to accommodate your preferred time and will inform you of your application status approximately 2 weeks after you apply.

## Part I: Personal Information

1. Name(s):
2. Title(s)/role(s):
3. Organization:
4. Contact (email):

## Part II: Application Questions

Please describe what you are implementing (e.g., screening guideline, policy to increase access to safe needle exchange programs, mobilization practice in designated hospital units, etc.).

Please describe the evidence supporting this guideline, policy, practice, etc..

Please list any implementation strategies (e.g., educational workshops, audit and feedback, reminders, local opinion leaders) you may use to implement your project.

Where is this project being implemented (e.g., in the community, at an organization, across the province)?

Who are the key stakeholders (e.g., clinicians, patients, policy makers) who will be expected to change their practice as a result of implementing this project?

What is the stage this project will be in at the time of the workshop (i.e., either April or October 2019)? For example, will it be in the planning, implementing at specific sites, evaluating, scaling up to additional sites?

Is there funding for implementing this project?

Yes

No

Additional comments:

How do you think the *Practicing Knowledge Translation (PKT)* course could help you meet your KT learning goals?

Please use the space below to offer any additional information that would be helpful for us to know.

## Part III: Preferred course schedule:

Please note that we will be offering this course in both the spring and fall of 2019.

#### Spring Schedule:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **March 25** | **April 8-12** | **April 26\*** | **May 9\*** | **May 23\*** |
| Access to online course resources | 5 day in-person workshop in Toronto, Canada\*\* | 1 hour online group coaching session #1 | 1 hour online group coaching session #2 | 1 hour online group coaching session #3 |

#### Fall Schedule:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **September 23** | **October 7-11** | **October 25\*** | **November 14\*** | **November 28\*** |
| Access to online course resources | 5 day in-person workshop in Toronto, Canada\*\* | 1 hour online group coaching session #1 | 1 hour online group coaching session #2 | 1 hour online group coaching session #3 |

* \*Participants are required to attend at least 1 of 3 coaching sessions.
* \*\*The in-person workshop will be held at the Li Ka Shing Knowledge Institute.
1. Please select your preference from the options below (1=most preferred; 4 least preferred):

|  |  |
| --- | --- |
|  | 1. Spring (April 8-12, 2019)
 |
|  | 1. Fall (October 7-11, 2019)
 |
|  | 1. Both options a) and b) could work for me
 |

## Part III: Course logistics:

How did you learn about this course (e.g. newsletter, email, etc.)?

1. Will your organization be paying for you to participate in this workshop?

[ ]  Yes

[ ]  No

**Please email your completed application to**: LeeTaeho@smh.ca

Thank you for taking the time to complete this application.