

**“Ready? Set! Go! Moving Evidence into Practice and Policy” Intake Survey**

“Ready? Set! Go! Moving Evidence into Practice and Policy” is a one-day workshop which will focus on how to mobilize an established body of evidence into action. Participants will learn about evidence-informed practical tools and strategies for putting knowledge into action in a practice or policy setting.

All teams are required to have an evidence-base and knowledge translation plan that is ready for implementation.

Applications must be received by **August 28th at 5 pm PST and include:**

* Section A: Complete Applicant Information within this Intake Form.
* Section B: Complete <http://surveys.phsa.ca/s/implementationworkshop/>
* Section C: Complete Plain Language Summary within this Intake Form.
* Section C: Complete the Knowledge Translation Planning Template©.

**Submission Instructions:**

Email your completed Intake Form (word document) and Knowledge Translation Planning Template to [Nicole.Prestley@cw.bc.ca](mailto:Nicole.Prestley@cw.bc.ca).

If you have any questions please contact Nicole Prestley, Research Manager, at [Nicole.Prestley@cw.bc.ca](mailto:Nicole.Prestley@cw.bc.ca) or **604-875-2424 ext 4956.**

**Section A: Applicant Information**

Teams should consist of 3-5 individuals who are accountable to moving the evidence into practice or policy. Team members should:

* Be familiar with the evidence base;
* Be able to identify barriers and facilitators to implementation;
* Have dedicated time to make day-to-day decisions about implementation.

1. Applicant Information (maximum of five team members):

|  |  |  |  |
| --- | --- | --- | --- |
|  | NAME | JOB TITLE | KT ROLE |
| Principal Applicant: |  |  | Knowledge Producer (i.e. Researcher)  Knowledge User (i.e. health professional, decision/policy maker, patient, public)  Knowledge Translation Specialist/Knowledge Broker  Other: Please specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Team Member 1: |  |  | Knowledge Producer (i.e. Researcher)  Knowledge User (i.e. health professional, decision/policy maker, patient, public)  Knowledge Translation Specialist/Knowledge Broker  Other: Please specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Team Member 2: |  |  | Knowledge Producer (i.e. Researcher)  Knowledge User (i.e. health professional, decision/policy maker, patient, public)  Knowledge Translation Specialist/Knowledge Broker  Other: Please specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Team Member 3: |  |  | Knowledge Producer (i.e. Researcher)  Knowledge User (i.e. health professional, decision/policy maker, patient, public)  Knowledge Translation Specialist/Knowledge Broker  Other: Please specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Team Member 4: |  |  | Knowledge Producer (i.e. Researcher)  Knowledge User (i.e. health professional, decision/policy maker, patient, public)  Knowledge Translation Specialist/Knowledge Broker  Other: Please specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

1. Principal Applicant Contact Information:
   1. Email: \_\_\_\_\_\_\_\_\_\_\_\_\_
   2. Phone Number: \_\_\_\_\_\_\_\_\_\_

**Section B: Knowledge Translation and Implementation CV of Principal Applicant**

Follow this Link to Complete the Survey: <http://surveys.phsa.ca/s/implementationworkshop/>

**Section C: Project Information**

1. Provide a one-page plain language summary of your project below:

*Open text…*

1. Download and Complete the KT Planning Template © for your project:

<http://www.melaniebarwick.com/KTTemplateFillable_dl.php>

