TEMPLATE Civility Matters Post-Training Session Survey for XXXXX

Instructions and Disclaimer

Thank you for your participation and for taking the few minutes to complete this short survey. Your responses are crucial to knowing if the presentation was on the mark or not, and will help inform future presentations on the topic of civility. ALL feedback is helpful.

Your participation in this survey is encouraged and is completely voluntary. Your responses are kept anonymous. In the free text fields to the survey, please feel free to expand on any of your responses, but refrain from naming people or providing details which would identify a particular individual.

PRIVACY DISCLAIMER

Survey Monkey is an American owned company, and is therefore subject to American law. By participating in the survey, you are consenting to having any personal information you may have provided in the survey stored in the US and subject to the USA Patriot Act.

1. Did the Civility Matters education provided make a positive impact for you?

○ Yes

○ No

○ No Change

2. Looking back on the Civility Matters Project, on a scale of 0-10 how helpful was the session content provided?

0	5	10	

3. After the Civility Training how confident do you feel about have the difficult conversation with someone?

○ More confident than before

○ As confident as before

○ Less confident than before

Your comments are welcome

[   ]

4. What are 2-3 things that stood out for you and were your main take-home points?

[   ]

5. What do you wish there was more of and/or less of as part of the Civility Matters project?

More of [   ]

Less of [   ]

6. On a scale of 0-10 how helpful was the session content and communication materials provided?

0	5	10

[   ]

7. How would you rate the session length time?

○ Too short

○ About the right length

○ Too long

Your comments are welcome

[   ]

8. Was there perceived **added value** in having a *non-IH* affiliated facilitator delivering the training and leading the discussion?

○ Yes

○ No

Your comments are welcome

[   ]

9. Since participating in the Civility training, has there been a noticeable decline in the following?

	Overall Yes	Overall No
General rudeness (eg. side conversations, interrupting, ghosting/ignored, silent treatment)	○	○
Gossiping	○	○
Dismissive gestures (eg. eye rolling, sighing, muttering, the "cold" shoulder)	○	○
Belittling and berating comments	○	○
Use of foul or unprofessional language	○	○

(Optional) Please feel free to expand on any one or all of your responses.
*Avoid using name of identifying information (100 character limit)

10. Compared to how you responded before the civility sessions, how would you respond now to the following statement?

	Less	The same	More	Noticeably more
I am treated with dignity and respect	○	○	○	○

(Optional) Please feel free to expand on your response.
*Avoid using name of identifying information (100 character limit)

11. Since participating in the Civility training, has there been a noticeable improvement in the following?

The team I work with...

	Overall Yes	Overall No
Makes an effort to create a good place to work	○	○
Welcomes and takes into consideration all views expressed	○	○
Communicates in an effective way	○	○
Celebrates each other's contributions	○	○

(Optional) Please feel free to expand on any one or all of your responses.
*Avoid using name of identifying information (100 character limit)

12. What do you consider the best follow up interval to maintain civility in your department?

○ No more sessions

○ Quarterly

○ Every 6 months

○ Yearly

13. If asked about the Civility Matters Project by a hospital staff member from another department what would you tell them?

14. Please leave any additional comments/feedback below