

Exhibit A
Librarians at the Rocky Mountain EBHC Workshop
Statement of Work

The intention of this project is to encourage medical librarians from the Midcontinental Region of the National Network of Libraries of Medicine to participate and learn about the practice and teaching of evidence based health care. This project will make available 3 stipends for librarians to attend the 2002 Rocky Mountain Evidence Based Health Care (EBHC) Workshop in Keystone, Colorado. Network members will benefit by improving their knowledge and experience in locating and evaluating evidence in the health care literature; increasing their awareness of how librarians can partner with clinicians, policy makers, and journalists in evidence-based practice; and increasing their visibility in their institutions by training and information provided by them within their home institutions and library consortia.

The Librarians at the Rocky Mountain EBHC Workshop is a one-year project. Faculty librarians from Denison Memorial Library have participated as instructors in the workshop since 1999.

Denison will begin the project by sending notice of the application process to network members, by email and US Mail services, with applications due May 31, 2002.

Between May and August 2002, Denison will:

June

- Create a Review Board with representatives from Denison Library and the RML
- Select finalists by June 15, and notify by telephone
- Send notices to all applicants by June 30
- Set plans for August Feedback meeting

July

- Send preparatory information to participants
- Arrange for travel from Airport to Keystone for workshop
- Ensure that travel and lodging arrangements are made by participants by July 10

August

- Participants attend workshop August 10-15, and participate in daily feedback sessions
- Feedback meeting conducted (see Evaluation below) August 15

Between September 2002 and February 2003, Denison will:

September

- Compile data collected during Feedback meeting

October

- Send Denison expenses for reimbursement

January

- Mail and email six-month follow-up questionnaire to participants

February

- Final Denison expenses sent for reimbursement
- Feedback compiled and Final report due February 28, 2003

Evaluation

Evaluation methods will include a paper evaluation and verbal evaluation meeting in the last plenary session of the EBHC workshop. There will be a six-month evaluation sent out by the workshop organizers that Denison will use to gather information. Participants are asked to set goals during the workshop to put what they learn into practice, and then asked at the six month period for the results of the goals.

At the end of the workshop, users will be asked to complete a participant evaluation of tutors. The questionnaire is designed to assess tutor competency and effectiveness of the small group process for adult learners.

In addition to the tutor evaluation, participants will be asked to list three things they plan on doing within the next three months as a consequence of the workshop, with the understanding that they will be contacted within 6 months to assess progress towards meeting the goals set. This instrument is designed to:

- Help participants to set goals
- Provide a point of contact for future evaluations
- Encourage EBHC activity at the local level
- Encourage the use of problem-based small group process at the local level
- Encourage follow-through on goals set
- Discover local activities and outcomes
- Identify educational materials that were created that can be shared and/or replicated in the region

In addition to these tools, Denison will conduct daily feedback sessions with the project participants to evaluate the learning process and progress.

Deliverables

Deliverables to be submitted to the NN/LM-Midcontinental Region in Salt Lake City, Utah:

- Quarterly reports
- A final report including the final evaluation
- Promotional materials developed for the project
- Participant information materials developed for the project
- Education materials gathered from participants and/or created by Denison
- Evaluation materials developed to measure workshop success