

## Tool 4: Learning Characteristics Worksheet

**Suggested Use:** Use this worksheet to collect and organize information about each group of health workers who will participate in the learning intervention.

**Instructions:** Complete this form using the information gathered during document and training information database reviews, interviews and observations with learners, supervisors, and other knowledgeable informants.

**Other Related Tools and Resources:** Step 2: Learn about the learners and their work setting

**Resources Used:** List data sources used in completion of this worksheet. (Refer to Tool 1.)

**Identify the categories of workers who may need training and their characteristics.**

### A. Job Category and Numbers of Learners/Category

- Medical officer \_\_\_\_\_
- Medical Assistant \_\_\_\_\_
- Nurse \_\_\_\_\_
- Midwife \_\_\_\_\_
- General practice physician \_\_\_\_\_
- Specialist physician \_\_\_\_\_
- Other provider cadre \_\_\_\_\_
- Other job category (trainer, preceptor, research assistant, etc.) \_\_\_\_\_

### B. Characteristics to consider

#### Background

- Reading and writing level; language(s)
- Educational background
- Gender, socio-cultural issues, geographic location
- Similarity to the persons who use services
- Work experience
- Job responsibilities that include job tasks similar to those included in this learning intervention
- Membership in professional organizations

#### Training and learning

- Recent in-service training received (last 3 years)
- Preferred training approaches and methods (group-based, individual, technology, on-site, etc.)
- Motivation to complete training (certification, recognition, job expectation, interest, etc.)
- Willingness to experience different learning approaches
- Barriers to full participation in training (logistical, motivational, etc.)

**List and describe each category of learner here. Attach job descriptions if available.**