

Training Needs Assessment

Samples Questions

NWCPHP is available to develop training needs assessments to help public health agencies and partners identify workforce training needs. We have extensive experience working with state and local public health organizations to create training needs assessments, and we can customize our evaluation tools to answer your questions of interest. The results of this assessment can be used by public health agencies to strategically develop an effective public health workforce and increase engagement between employees and leadership. Findings can also be used to provide data in support of accreditation requirements.

If you are interested in working with us to develop a training needs assessment, please complete our [evaluation request form](#) or contact [Luann D'Ambrosio](#), NWCPHP Associate Director.

The following is a sample of questions from the 2013 Regional Training Needs Assessment:

I. Public Health Core Competencies

1.1 Analytic/Assessment

	No training need	Low need for training	Moderate need for training	High need for training	Not applicable to job
Assessing population health status					
Identifying gaps in data sources					
Selecting methods for data collection					
Analyzing qualitative data (interviews, focus groups)					
Analyzing quantitative data (surveys/questionnaires, data sets)					
Identifying evidence-based public health interventions					
Using information technology to collect, store, and retrieve data					
Assessing environments (HIAs , GIS, conducting surveillance)					

1.2 Please specify any additional training needs related to workforce development that you may have.

II. Training Preferences

2.1 What type of informal learning do you find most beneficial?

Please rate on a scale of 1-6 (1=highest, 6=lowest)

On the job learning

- Working alongside experienced colleagues
- Working as part of a team
- Self analysis or reflection
- Learning from clients/colleagues
- Networking with other doing similar work

2.2 How many work days per year are you able to be away from your job for training?

- 0
- 1-2
- 3-5
- 6-9
- 10+

III. Social Media

3.1 The use of social media is an emerging area in public health. We would like to gather your opinion on the use of social media and the workplace.

How important is...	Highly Important	Moderately Important	Somewhat Important	Not Important
The use of social media as a communications tool in your <u>current</u> work?				
The use of social media in your job over the <u>next 3 years</u> ?				
Learning how to choose which social media channels are a good fit for your goals?				
Learning how to set-up and use social media for your current job?				

3.2 Does your health department or organization have policies prohibiting the use of social networking media in the workplace?

- Yes
- No
- Unsure

The following is a sample of questions from the 2011 Emergency Preparedness Training Needs Assessment:

I. Emergency Preparedness Competencies

1.3 Tasks

	TASK	LEVEL OF CONFIDENCE					NEED FOR TRAINING				
		How confident are you in your ability to perform this task?					Please rate your level of need for training in this task.				
		Very Confident 1	Somewhat Confident 2	Confident 3	Not at all Confident 4	Not Applicable N/A	No Need 1	Low Need 2	Moderate Need 3	High Need 4	Not Applicable N/A
8.	Describe the role of state and local public health agencies.	1	2	3	4	N/A	1	2	3	4	N/A
9.	Describe the role of <organization> in a natural disaster (flood, earthquake, etc.)	1	2	3	4	N/A	1	2	3	4	N/A
10.	Describe the role of <organization> in an emergency due to an infectious disease (influenza pandemic, smallpox, etc.).	1	2	3	4	N/A	1	2	3	4	N/A
12.	Locate current federal, state, and local public health laws and describe how they affect the DOH response in an emergency.	1	2	3	4	N/A	1	2	3	4	N/A

41. I have a plan for my family in the event of a public health emergency.

- Yes
- No

42. I have an emergency kit with a flashlight, food, and water for my home.

- Yes
- No

III. Training Preferences

44. Which of the following training formats would you be likely to participate in? (*Check all that apply*)

- Classroom training
- Day long workshop-style event
- Webinar presentations
- Distance education that can be completed at your own pace (e.g., satellite or web-based courses)
- A combination of classroom instruction and distance education
- Other (*please specify*)

46. How important is each of the following issues to you when participating in training courses?

	Highly important	Moderately important	Somewhat important	Not important
Opportunity to interact with instructor				
Opportunity to interact with other participants				
Being part of a group that is taking the same course at the same time				
Opportunity to start at any time				
Opportunity to complete at your own pace				

56. Please specify any additional training needs related to emergency preparedness and response that you may have: