

## KTE2. DO OUR DECISION-MAKING PROCESSES HAVE A PLACE FOR RESEARCH?

### USE WHEN YOU WANT TO EVALUATE:

**Outcomes :**

- ✓ Capacity to use evidence effectively

**Intervention types:**

- ✓ Activities to increase capacity to use best and promising practices

**Worked well with these populations:**

- ✓ Health and Community-based organizations

**Interventions for:**

- ✓ HIV
- ✓ hepatitis C
- ✓ STIs

### DESCRIPTION

This tool was developed for health system organizations, but the section suggested here could be used by CBOs to assess their organizations' attitudes toward and interest in using research evidence in decision-making about programs.

**WHY THIS TOOL MIGHT BE USEFUL FOR COMMUNITY-BASED ORGANIZATIONS**

- ✓ Engaging with research can help organizations identify and adopt effective, evidence based interventions.
- ✓ Suitable for assessing change over time.
- ✓ Easily completed and analysed.
- ✓ Could easily be programmed to be given electronically.
- ✓ Should be completed by organization directors.

**Developed in:**

- ✓ English

### ADMINISTRATION, DESIGN, SCORING and ANALYSIS CONSIDERATIONS

**ADMINISTRATION**

- This questionnaire should be filled out by your program staff at regular intervals (e.g. annually)
- It will take about 15 minutes to fill out each time.
- Tell staff why you are using the questionnaire, being clear that it is to evaluate the organization and not them, to help make the organization better.
- Participation should be voluntary, so tell staff that it is ok if they do not complete the questionnaire, and assure participants that there are no negative consequences if they don't want to complete it. Give them a way to do something else at the same that looks similar to completing the questionnaire so that the confidentiality of this decision is protected. (For further information on ethical considerations in carrying out evaluations, see [Ethics Resources](#))

**DESIGN OPTIONS: Measuring ongoing research engagement.** (This is the only option for this tool, because it assesses an ongoing organizational function, not a specific intervention)

**SCORING and ANALYSIS:** Every time the questionnaire is completed, calculate your organization's Research Engagement Score as the [average](#) over all 9 questions. Average scores can range from 1 to 5. Compare the average over time to see if research engagement improves, declines or stays the same.

## KTE2. DO OUR DECISION-MAKING PROCESSES HAVE A PLACE FOR RESEARCH EVIDENCE?

	Strongly disagree	Disagree	Neither agree nor disagree	Agree	Strongly agree
1. When we make major decisions, we usually allow enough time to identify researchable questions and create/obtain, analyse, and consider research results and other evidence.	1	2	3	4	5
2. Our management team evaluates the feasibility of each option, including potential impact across the organization as well as on clients, partners, and other stakeholders.	1	2	3	4	5
3. Decision makers in our organization give formal consideration to any recommendations from staff who have developed or identified high-quality and relevant research.	1	2	3	4	5
4. Staff and appropriate stakeholders know when and how major decisions will be made.	1	2	3	4	5
5. Staff and appropriate stakeholders contribute evidence and know how that information will be used.	1	2	3	4	5
6. Staff who have provided evidence and analysis usually participate in decision-making discussions.	1	2	3	4	5
7. Relevant on-staff researchers are made part of decision-making discussions.	1	2	3	4	5
8. Staff and appropriate stakeholders receive feedback on decisions, with a rationale for the decision.	1	2	3	4	5
9. Staff and appropriate stakeholders are informed of how available evidence influenced the choices that were made in our organization.	1	2	3	4	5

***Is research working for you? A self-assessment tool and discussion guide for health services management and policy organizations***

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