



Academic Detailing Techniques Virtual Training: Day 1

EXAMPLE AGENDA. SUBJECT TO CHANGE.

TIMING	CONTENT & FORMAT	WHO?
12:30 p.m. – 1:00 p.m.	Prep Time for Home Team & Facilitators	NaRCAD home team + facilitators
1:00 p.m. – 1:30 p.m.	WELCOME & INTRODUCTIONS: <ul style="list-style-type: none"> Welcome, housekeeping, introductions, warm-up, refresher content 	All group/main room Training Team
1:30 p.m. – 2:30 p.m.	REVIEW OF DETAILING AID & CLINICAL CONTENT: <i>Opportunities + Challenges</i> <ul style="list-style-type: none"> Understanding Use of Educational Materials (1:30 – 1:40) Getting to Know the Training Detailing Aid: CDC Guidelines for Opioid Safety (1:40 -2:10) Overview: The Importance of a Strong Introduction (2:10 - 2:30) 	All group/main room Training Team
2:30 p.m. – 2:45 p.m.	BREAK	
2:45 p.m. – 3:30 p.m.	ACTIVITY: INTRODUCING YOURSELVES x 2 <ul style="list-style-type: none"> Introduction to activity (2:45-2:50) Breakout Rooms: Groups of 5 - 6 trainees <p>-Introduction 1: Meeting each other: Trainees will introduce themselves informally, talk about what their specific jurisdiction and any related experience. (3 minutes each; completed by 2:50-3:10)</p> <p>-Introduction 2: Try it out! Trainees will introduce themselves in the role of a detailer, practicing a more “formal” introduction to the group as though they were introducing themselves to a clinician, or a staff meeting of clinicians. Group to share feedback/initial impressions. (2 minutes each; 3:10-3:30)</p>	Breakouts (Randomly assigned for Day 1 only)
3:30 p.m. – 4:15 p.m. <i>Slide 36-41</i>	DISCUSSION: GAINING ACCESS TO IGNITE CHANGE <ul style="list-style-type: none"> Reflecting on Introductions x 2 Activity (3:30-3:45) Group Brainstorming: What are likely barriers to gaining access, recruitment of clinics, etc.? NaRCAD team will share different approaches to gaining access. (3:45-4:15) 	All group/main room Training Team
4:15 p.m. – 4:55 p.m. <i>Slide 42-53</i>	THE DETAILER-TO-CLINICIAN RELATIONSHIP: ONGOING NEEDS ASSESSMENT <ul style="list-style-type: none"> Presentation & Discussion: Supporting Clinicians through Needs Assessment (4:15-4:40) Discussion & Expert Advice: NaRCAD’s Home Team and Expert Facilitators will answer questions and share examples of good needs assessment questions (4:40-4:55) 	All group/main room Training Team
4:55 p.m. – 5:00 p.m.	WRAP-UP & PLANS FOR TOMORROW	All group/main room



Academic Detailing Techniques Virtual Training: Day 2

EXAMPLE AGENDA. SUBJECT TO CHANGE.

TIMING	CONTENT & FORMAT	WHO?
1:00 p.m. – 1:30 p.m.	<p>WELCOME & WARM-UP:</p> <ul style="list-style-type: none"> • Trainee warm-up activity: What are you most excited about? Most nervous about? (1:00-1:10) • Getting to Know the Experts: Ask the Facilitators Anything (1:10 – 1:30) 	<p>All group/main room Training Team</p>
1:30 p.m. – 3:00 p.m.	<p>BREAKOUT: INTRODUCTION TO BREAKOUT GROUPS, REFRESHER ON INTRODUCTIONS, DIVE INTO NEEDS ASSESSMENT</p> <ul style="list-style-type: none"> • Introduction to new breakout groups: New introductions amongst all breakout group members, led by facilitator. Facilitator will introduce teaching style, sharing what to expect when completing role play. (1:30-2:00) • Refresher on Introductions: Breakout group will discuss how introductions from Day 1 went, and practice another “intro to a clinician” with the facilitator, lasting 2 minutes each. The whole group will share feedback and support. (2:00-2:30) • Needs Assessment: Building on Day 1, breakout group will practice asking and reflecting on need assessment questions with facilitator. (2:30-3:00) 	<p>Breakouts Facilitators to lead</p> <p><i>(Note: Trainees will join these same, pre-assigned breakouts for remainder of training breakout sessions)</i></p>
3:00 p.m. – 3:15 p.m.	BREAK	
3:15 p.m. – 4:50 p.m.	<p>BREAKOUT: UNDERSTANDING KEY MESSAGES, BARRIERS & ENABLERS</p> <ul style="list-style-type: none"> • Facilitators will teach the importance and delivery of key messages, including understanding potential barriers. This session will include practice role play. 	<p>Breakouts Facilitators to lead</p>
4:50 p.m. – 5:00 p.m.	WRAP-UP & OVERVIEW OF DAY 3	All group/main room



Academic Detailing Techniques Virtual Training: Day 3

EXAMPLE AGENDA. SUBJECT TO CHANGE.

TIME	CONTENT & FORMAT	WHO
1:00 p.m. – 1:15 p.m.	WELCOME & WARM-UP: PREPARING FOR LOCAL & SPECIFIC BARRIERS <ul style="list-style-type: none"> Whole group activity & possible solutions for likely barriers during visits 	All group/main room <i>Training Team</i>
1:15 p.m. – 2:15 p.m.	BREAKOUT: SUMMARY, CLOSE, COMMITMENT <ul style="list-style-type: none"> Facilitators will lead trainees in a discussion and practice of summarizing a visit to make ‘the ask’ and close a visit. Breakout groups will review all steps of a visit in preparation for a full practice session. 	Breakouts <i>Facilitators to lead</i>
2:15 p.m. – 2:30 p.m.	BREAK	
2:30 p.m. – 4:00 p.m.	BREAKOUT: FULL ROLE PLAY PRACTICE SESSION <ul style="list-style-type: none"> Trainees will practice putting the pieces of a visit together to role play a complete visit (8-10 minutes of role play/trainee; 3-5 minutes of feedback per role play) 	Breakouts <i>Facilitators to lead</i>
4:00 p.m. – 4:15 p.m.	BREAK	
4:15 p.m. – 5:00 p.m.	SUPPORTING YOUR FIELD WORK: NARCAD’S ROLE & TECHNICAL SUPPORT <ul style="list-style-type: none"> Ongoing Support Technical Support w/integrated discussion and support/ Q+A (4:15-4:35) Final Discussion: Ask the NaRCAD Team & Expert Facilitators (4:35 – 4:50) Wrap-Up, next steps, discussion of regular TA calls with detailing team, etc. (4:50-5:00) 	All group, main room