

CRITICAL FRIEND

INTERIM EVALUATION FORM

The interim evaluation covers: the matching process, the value of the initial meetings between the Critical Friends and policy owning Department, and any other issues that have arisen.

1. For the Critical Friend - Do you feel that your skills and experience equip you to provide the role of Critical Friend in the policy review to which you have been assigned? Please explain if necessary.

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2. For the participating Department – Do you feel that the Critical Friend brings relevant skills and experience to the policy review? Please explain if necessary.

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3. How would you rate the initial meeting (between the Critical Friend and the Department)? Please give details if necessary.

Very Good	Good	Fair	Poor	Very Poor

4. It is recommended that participants should draft an informal written agreement to ensure that all parties are clear as to expectations from the outset. How useful did you find the drafting of a written agreement/informal note between the parties? Please tick appropriate box below. Please give details if necessary.

Very Useful	Useful	Fair	Not that Useful	Not at all Useful

5. What nature and type of contact has taken place during the Critical Friend exercise to date? Please tick the appropriate box(es).

Nature and type of contact	
One-to-one meetings	
One-off meeting	
Observe meetings/events	
Telephone contact	
Email contact	
Sharing of papers	
Other (please give details)	

6. Approximately how much time commitment has your participation in the scheme involved? Please tick the appropriate box.

Time commitment	
Less than one day per month	
One to two days per month	
Three to four days per month	
Four to five days per month	
More than five days per month (please specify)	

7. For the Critical Friend - Has involvement in the scheme led to any difficulties with line management regarding, for example, workload, use of resources, etc? How has this been managed? Please provide details.

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8. Have any other difficulties arisen during the process? Please provide details.

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9. Have there been any obvious benefits to date as a result of participation in the scheme?

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10. Is an end date known/in sight for the intervention by the Critical Friend?

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11. Any other comments.

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Name	
Office Address	
Telephone Number	
E-mail Address	