CREATE Evening Workshops
Tips for successful sessions

Logistics
1. Set a date for each workshop and publicize early to maximize attendance.
2. Organize guest speakers to utilize the unique skills and stories of the providers in your local and national community. Contact TEACH for speaker suggestions.
3. Coordinate the meal. TEACH provides dinner to participants. Catering is a simple option, and it is possible to find quality options ~$12/person. To minimize costs, consider arranging a potluck, request donations from local restaurants or grocers, or buy in bulk. Request cups and paper products as needed.
4. Consider options for remote participation for speakers and / or participants (to maximize regional participation and accommodate busy schedules). TEACH encourages use of a webinar platform or Google Hangouts, but a conference line can be used if necessary. Ensure your remote participants know how to join the conference, and don’t forget to engage them! Occasionally TEACH has had another group participate in the initial part of the meeting, but then spin off to have their own meeting.
5. Determine the venue. A meeting room, private home, or office conference room work well. For the complications workshop, keep in mind availability of workspace, the use of fruit models, and your ability to clean up.
6. Mind your start and finish times. TEACH meetings are held in the evening, ~ 6-9 PM. Consider work hours for your audience and plan accordingly.
7. Share your success stories! If one topic works well with participants or you modify an agenda, share it with TEACH so we can update our curriculum.

Special considerations for each session

Session one: Advocacy
1. Invite 2-3 speakers. Seek advocacy-minded health care providers, graduates, or providers active in professional organizations in your community.
2. Ensure that residents have ample time to practice and discuss stories in pairs or small groups before bringing conversation back to the larger group.
3. Invite residents to get involved in advocacy in your community.

Session two: Practice Integration Panel
1. Identify a group of 4 and no more than 7 speakers to share how they successfully integrated miscarriage, medication and / or aspiration abortion into practice.
2. Specific topics are suggested on the agenda, but ask residents what they would like to learn. Leave ample time for questions. Our hope is to cover big-picture questions like choosing to integrate abortion into practice, as well as the nuts and bolts of specific topics such as interviewing, fellowships, building stakeholder buy-in, malpractice, billing, supplies, etc.
3. Follow up on any questions from evaluations.
4. Provide announcements about relevant professional meetings or conferences.

Session three: Complication Simulation
1. Ensure you have adequate space and equipment for all residents. See the simulation materials list for specifics.
2. Discuss Medication Abortion during the complication workshop. If desired for additional practice, use exercises from Chapter 7 of TEACH’s Workbook.
3. Ensure that all residents have completed program evaluations.
4. Send pre and post simulation evaluation to TEACH for ongoing tracking purposes.

We look forward to assisting as you implement the CREATE curriculum. Please contact info@teachtraining.org for additional support, questions, or comments.