



IPE Course/Offering Proposal Checklist

To help plan and implement an IPE offering involving HCNHS students, the following criteria should be considered and met.

Criteria	Met	Not Met	If "Not Met," provide anticipated date this criterion will be met or why this offering is an exception to the criterion
Faculty			
Planning and facilitating involves two or more professions			
Specific faculty have agreed to participate			
Administrative approval secured			
Students			
Represent two or more professions			
Level of student identified (e.g., Grad/UG, 1 st , 2 nd Year)			
Student calendar cleared to attend			
Course/Offering			
Evidence of course/offering need provided			
Identify how offering maps onto IPE framework			
Objectives/learning outcomes have been identified			
Specific targeted IPEC Core Competencies identified			
Course/Offering instruction supports learning about, from, and with 2 or more professions and includes student interactions			
Course/Offering integrated into current curriculum			
Location, date, time, and other logistics worked out			
Additional needed resources (e.g., for food, supplies, equipment etc.) identified and secured			
If a course, appropriate curriculum committee(s) approval obtained			
If a course, syllabus developed			
Assessment/Evaluation			
Process of assessing achievement of learning objectives delineated			
Process of evaluating the learning offering			