

## Activity 4.4

### *Developing a Training Plan*



The Training Plan Template is designed to help guide your team's planning process in developing a training program. This tool can be used to guide discussions around rationale, core components, knowledge, skills, outcomes and assessment.

The effective use of innovations requires learning to use new skills at the practitioner and administrative support levels. Training and coaching are the principal ways in which new skills are taught and supported for carefully selected staff in the beginning stages of implementation and throughout the life of using innovations to improve outcomes. It is important to provide ample opportunity to learn and practice new skills during the training process.

## Instructions

- Download the [Training Plan Template](#).
- Use the tool with your team to review an existing training in your organization.