

**NCCMT Registry of Knowledge Translation Methods and Tools for Public Health
MEASUREMENT AND DESCRIPTIVE INFORMATION TOOL (MADI)**

Use the companion manual to fill in this tool for each resource that receives a “green light” (i.e., Pursue Lead) after completing the Inclusion Tool.

SECTION I: RESOURCE AND REVIEWER IDENTIFICATION				
Resource Title				
Resource Author(s)				
Author(s)' Organization		Search/Screening Ref ID #		Search Strategy
Resource Year		Citation tracking		
Reviewer #1		Bibliographic check		
Review Date 1		Developer Letter I sent		
Reviewer #2		NCCMT Main Ref ID #	To be completed once added to NCCMT DB	
Review Date 2				

SECTION II: RESOURCE DESCRIPTION AND DEVELOPMENT				
Question/Item		Response Options		Comments/Details
1	Describe the purpose of this method/tool and any rationale for developing this resource.	<input type="checkbox"/> Planning <input type="checkbox"/> Doing <input type="checkbox"/> Evaluating	<input type="checkbox"/> Synthesis <input type="checkbox"/> Dissemination <input type="checkbox"/> Exchange <input type="checkbox"/> Application	
2	Describe any theories, models, frameworks, set of principles or other philosophies that this method/tool draws upon.			
3	Describe the method/tool by listing the questions, sections, elements and/or activities included or involved in the resource.			
4	Was this method/tool was developed for use in the public health context? Was the method/tool originally developed for use with/by a particular group or area of public health?	<input type="checkbox"/> Yes → <input type="checkbox"/> No <input type="checkbox"/> Information Not Available		

5	If the method/tool was developed for use within a field/sector outside of public health, is it generalizable/transferable to public health?	<input type="checkbox"/> Yes → <input type="checkbox"/> No <input type="checkbox"/> Information Not Available	
6	If this method/tool was originally developed for use with/by a particular group or area of public health, please describe. OR Provide a specific example for how this method/tool can be used in public health	<input type="checkbox"/> Yes → <input type="checkbox"/> No (*see manual) <input type="checkbox"/> Information Not Available (and reviewer cannot reasonably judge) (*see manual) <input type="checkbox"/> Not Applicable	

SECTION III: EVALUATION AND MEASUREMENT CHARACTERISTICS

	Question/Item	Response Options	Comments/Details
1	This method/tool:	<input type="checkbox"/> Has Been Evaluated → <input type="checkbox"/> Evaluation in Progress → <input type="checkbox"/> Has Not Been Evaluated <input type="checkbox"/> Information Not Available	
2	Validity properties of the method/tool meet accepted standards?	<input type="checkbox"/> Validity Properties Meet Accepted Standards → <input type="checkbox"/> Validity Properties Do Not Meet Accepted Standards <input type="checkbox"/> Validity Not Tested <input type="checkbox"/> Validity Testing in Progress <input type="checkbox"/> Information Not Available <input type="checkbox"/> Not Applicable	
3	Reliability properties of the method/tool meet accepted standards?	<input type="checkbox"/> Reliability Properties Meet Accepted Standards → <input type="checkbox"/> Reliability Properties Do Not Meet Accepted Standards <input type="checkbox"/> Reliability Not Tested <input type="checkbox"/> Reliability Testing in Progress	

		<input type="checkbox"/> Information Not Available <input type="checkbox"/> Not Applicable	
4	Assign the appropriate methodological rating for this resource (consult the companion manual).	<input type="checkbox"/> Strong <input type="checkbox"/> Moderate <input type="checkbox"/> Weak <input type="checkbox"/> Unknown / No Evidence <input type="checkbox"/> Not Applicable	

SECTION IV: IMPLEMENTATION			
Question/Item		Response Options	Comments/Details
1	Briefly describe the steps or processes for using the method/tool		
2	Identify and describe who would be involved in the delivery and/or administration of the method/tool.		
3	Identify and describe who would be involved as participants/respondents of the method/tool.		
4	<p>Indicate the time required for each individual to participate in or complete this method/tool?</p> <p>Comment on the time required for the overall implementation of this method/tool</p>	<input type="checkbox"/> 10 minutes or less <input type="checkbox"/> 10 to 30 minutes <input type="checkbox"/> 30 to 60 minutes <input type="checkbox"/> 1 to 2 hours <input type="checkbox"/> 2 to 4 hours <input type="checkbox"/> 4 to 8 hours <input type="checkbox"/> More than 8 hours <input type="checkbox"/> Information Not Available	
5	Does this method/tool require special expertise, skills or training to implement/analyze/interpret?	<input type="checkbox"/> Yes → <input type="checkbox"/> No <input type="checkbox"/> Information Not Available/Not specified	
6	Are additional resources required in order to use or implement this method/tool?	<input type="checkbox"/> Yes → <input type="checkbox"/> No <input type="checkbox"/> Information Not Available/Not	

		specified <input type="checkbox"/> Not Applicable	
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SECTION V: METHOD/TOOL DEVELOPMENT			
Question/Item		Response Options	Comments/Details
1	Provide developer contact information (name position, organization and address)		
2	List the processes/steps used/taken to develop the method/tool		
3	Specify the year the method/tool was first released/made available for use, or when it was first put into practice		
4	Provide the name and contact information for the person, position, or organization that can offer further information about the method/tool and if necessary address requests for proprietary materials.		
5	Is the contact person/source able and willing to provide training, support and/or other method/tool related services to users?	<input type="checkbox"/> Yes → <input type="checkbox"/> No	
3	Has this contact person/source agreed to have their name and contact information posted on the Registry website?	<input type="checkbox"/> Yes → <input type="checkbox"/> No	

SECTION VI: ACCESSING THE METHOD/TOOL			
Question/Item		Response Options	Comments/Details
1	Provide the title of the method/tool		
2	How can the primary resource document for the method/tool be posted, linked, or referenced on the Registry website?	<input type="checkbox"/> Posted PDF Hosted by Registry <input type="checkbox"/> Linked to a Web Address <input type="checkbox"/> Citation Information	
3	In what format(s) is this method/tool accessible?	<input type="checkbox"/> Paper copy	

		<input type="checkbox"/> CD or DVD <input type="checkbox"/> On-line / Web-based <input type="checkbox"/> Periodical <input type="checkbox"/> Other _____	
4	Is there a monetary cost for accessing the method/tool?	<input type="checkbox"/> Yes → <input type="checkbox"/> None <input type="checkbox"/> Not Specified	
5	In what language(s) is the resource available?	<input type="checkbox"/> English <input type="checkbox"/> French <input type="checkbox"/> Other _____	
6	Are there any restrictions or conditions on accessing or using the method/tool?	<input type="checkbox"/> Yes → <input type="checkbox"/> None <input type="checkbox"/> Not Specified	
7	Are there any additional resource materials available for the method/tool? If so, please list in APA format	<input type="checkbox"/> Yes → <input type="checkbox"/> No	
8	How can the additional resource materials be posted, linked, or referenced on the Registry website?	<input type="checkbox"/> Posted PDF Hosted by Registry <input type="checkbox"/> Linked to a Web Address <input type="checkbox"/> Citation Information <input type="checkbox"/> Not Applicable	
9	Are there any restrictions or conditions on accessing or using the additional resource materials ?	<input type="checkbox"/> Yes → <input type="checkbox"/> None <input type="checkbox"/> Not Specified <input type="checkbox"/> Not Applicable	

SECTION VII: OTHER CONSIDERATIONS/DETAILS

	Question/Item	Response Options	Comments/Details
1	Are there any other points of interest or relevance that should be noted and/or reported about this resource?	<input type="checkbox"/> Yes → <input type="checkbox"/> No	

Check when complete:

- Information entered into Excel spreadsheet and tracking log
- Primary resource added to NCCMT Database
- Developer Letter II – Sent on _____ Response expected: _____ (2 weeks after being sent)
- Developer Letter II – Response received or time lapsed (circle one)
- To translation