

Worksheets to guide knowledge transfer and exchange initiatives

A summary of

Reardon, R., Lavis, J., & Gibson, J. (2006). From research to practice: A knowledge transfer planning guide. Retrieved from <http://www.iwh.on.ca/from-research-to-practice>.



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Categories:

Tool, Synthesize, Implement, Evaluate, Communication, Knowledge dissemination, KT plan, Organizational capacity and management, Program planning

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Tool

Relevance For Public Health

The Institute for Work & Health developed the tools contained in this planning guide. The Institute's focus is on occupational health and safety. The two main objectives of their research are 1) keeping workers healthy and preventing work-related injury and illness; and 2) improving the health and recovery of injured workers. However, the language used to guide users through the worksheets is generic, making it useful for others, including those working in public health.

Description

Developed by the Institute of Work & Health, this guide helps users navigate the complexities of planning a [knowledge transfer](#) project. The worksheets contained in this planning guide were designed to be used in conjunction with a facilitated workshop on knowledge transfer and exchange. However, they also provide the user with a series of factors to consider when planning for the maximum uptake of knowledge transfer initiatives. The researchers briefly describe three knowledge transfer models (producer push, user pull and exchange). They place particular emphasis on the importance of building relationships for knowledge exchange.

The four worksheets are based on the five questions that underlie the organizing framework for knowledge transfer, as proposed by Lavis et al. (2003):

1. What should be transferred?
2. To whom should the message be transferred?
3. By whom should the message be transferred?
4. How should the message be transferred?
5. With what effect/impact should the message be transferred?

These questions lead the user through the process of defining the appropriate message(s), audience(s), messenger(s), transfer method(s) and approach(es) for evaluating the impact of the knowledge transfer project.

Implementing the Tool

Who is Involved?

Public/community health nurses, health promotion officers, epidemiologists, health and policy analysts, research and evaluation specialists, public health/community dietitians and other members of the inter-professional public health team are likely to find these series of tools useful when planning a knowledge translation initiative. Targeted audiences may include groups such as public health practitioners, decision makers, policy makers, program funders, community-based organizations and the community at large.

Steps for Using Tool

This toolkit guides users through a series of steps designed to help them plan their knowledge transfer

These summaries are written by the [NCCMT](#) to condense and to provide an overview of the resources listed in the [Registry of Methods and Tools](#) and to give suggestions for their use in a public health context. For more information on individual methods and tools included in the review, please consult the authors/developers of the original resources.

project by identifying:

- the intended audience(s) with whom they wish to communicate
- the type of and structure of the message(s) they wish to communicate
- actual or potential barriers and facilitators to be considered in planning transfer strategy
- the most appropriate person(s) to deliver the message
- the most effective and feasible mechanism(s) to transfer the message(s)
- desired outcomes and the defined impact of the knowledge transfer project
- measures and indicators required to demonstrate evidence of impact

Conditions for Use

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Evaluation and Measurement Characteristics

Evaluation

Information not available

Validity

Not applicable

Reliability

Not applicable

Methodological Rating



Not applicable

Tool Development

Developers

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Method of Development

Health care practitioners with experience in knowledge transfer and exchange at the Institute for Work & Health developed this planning guide. The worksheets are based on five questions that make up a framework for planning and organizing knowledge transfer strategies (Lavis et al., 2003). The worksheets feature information about translation strategies/ mechanisms and how to assess their effectiveness (Grimshaw et al., 2001).

Release Date

2006

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Resources

Title of Primary Resource	From research to practice: A knowledge transfer planning guide
File Attachment	None
Web-link	http://www.iwh.on.ca/from-research-to-practice
Reference	Reardon, R., Lavis, J., & Gibson, J. (2006). <i>From research to practice: A knowledge transfer planning guide</i> . Retrieved from http://www.iwh.on.ca/from-research-to-practice .
Type of Material	Workbook
Format	On-line Access
Cost to Access	None.
Language	English
Conditions for Use	© 2006 Institute for Work & Health

Title of Supplementary Resource	How can research organizations more effectively transfer research knowledge to decision-makers?
File Attachment	None
Web-link	http://www.ncbi.nlm.nih.gov/pubmed/12841049
Reference	Lavis, J., Robertson, D., Woodside, J., McLeod, B., Abelson, J., and the Knowledge Transfer Study Group. (2003). How can research organizations more effectively transfer research knowledge to decision-makers? <i>The Millbank Quarterly</i> , 81(2), 221-248.
Type of Material	Journal article
Format	Periodical
Cost to Access	Journal article purchase
Language	English
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