

PEER REVIEW : NON-PATIENT RELATED

You may use this template to review practice in public health setting, food service, project work, community talks etc

Reviewer:

Reviewee:

Setting:

Situation and/or project

1. Needs analysis

Dietitian used available resources to gather accurate and relevant information:

Project situation identified appropriately	Yes	No	N/A
Discussed with appropriate stakeholders	Yes	No	N/A
Reviewed research/evidence	Yes	No	N/A

Comments:

2. Situation/project SMART goals defined	Yes	No	N/A
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3. Situation/project intervention

Involved stakeholders in setting SMART targets	Yes	No	N/A
Provided information/service that was accurate and appropriate	Yes	No	N/A
Consults with Cultural Advisors/Interpreter when appropriate	Yes	No	N/A

Comments:

4. Monitoring and Evaluation

Reviewed and adapted intervention as appropriate	Yes	No	N/A
Demonstrated appropriate follow up	Yes	No	N/A
Requested feedback	Yes	No	N/A

5. Effective communication

Appropriately prepared space/environment	Yes	No	N/A
Appropriate greeting and introductions reason and purpose explained	Yes	No	N/A
Engaged in active listening and showed empathy	Yes	No	N/A
Demonstrated appropriate verbal and non-verbal communication	Yes	No	N/A
Motivated individuals/group to take responsibility	Yes	No	N/A
Provided opportunities for people to ask questions	Yes	No	N/A
Documented in accordance with ethical /legal / organisational requirements	Yes	No	N/A

Debrief Discussion Points

(Reviewee led summary)

Reflection of Practice:

Evidence of Best Practice:

Points of Action:

Follow Up Required:

Suggestions for future focus

- 1.
- 2.
- 3.

Date: _____

Name and signature: Reviewer _____

Name and signature: Reviewee _____

