



CCNE Evaluation Checklist

This checklist provides a list of items to consider for evaluating client-centered nutrition education (CCNE) at the group class, clinic, and the agency level. It is intended as a resource to evaluate your current level of CCNE implementation and to provide ideas for becoming more client-centered. Please look over the list to see what items are already completed or are possible to accomplish in the future.

Group Class

- Topic and language are appropriate for the audience
- Interactive discussion involves most or all participants
- Visual aids are used to prompt discussion
- Lesson plan is used as a road map to guide discussion rather than as a script
- Includes hands on activities or demonstrations
- Engages multiple senses (sight, sound, touch, taste)
- Classroom environment is conducive to interaction (e.g. chairs in a circle, couches)
- Provides activities for children or involves children directly in the class
- Instructor summarizes the discussion at the end of class rather than simply ending it
- Instructor asks the participants for feedback at the end of class about what they've learned or would like to try

Clinic

- Waiting room and classrooms are attractive and inviting
- All staff promote client-centered principles (e.g. engaging and welcoming with clients)
- Staff greet clients when they enter the clinic
- Nutrition education is offered in a variety of class formats (e.g. group classes, online lessons, health fairs)
- All staff market a variety of client-centered class formats (e.g. promote group classes as well as online classes)
- Staff offer clients a choice of class time
- Staff offers clients a choice of class format
- Current and updated educational materials are available for clients
- Staff know where to find information about CCNE classes or principles
- The Real (WIC) World: Applying CCNE in the Clinic* DVD is readily available for staff to view

Agency

- Classes are chosen based on the needs or interests of the participants
- CCNE toolkit is readily available for staff use
- CCNE program plan is in place (e.g. training sessions, lesson updates)
- Annual budget for NE materials, trainings and updates is in place
- Consistent contact with state liaison about CCNE
- Materials and lessons are updated or created at least on a yearly basis
- Trainings are updated and regularly conducted to refresh current staff and train new staff