Virtual EBP Implementation – Preparation Checklist

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| **Category** | **Status** | **Action Steps** |
| **Technology use at site** |  |  |
| Which virtual platforms/apps does the site use/allow? |  |  |
| Are any tools/apps you had planned to use not allowed? |  |  |
| If a school site, do they require a third party contract for 2-d compliance? |  |  |
| **Youth engagement & access** |  |  |
| Do all young people have reliable access to the internet? |  |  |
| Which tools do young people use (chrome book, computer, tablet, smart phone)? |  |  |
| Are young people participating while at the site? Or from home? |  |  |
| **Educator access** |  |  |
| Are educators comfortable using the platforms? |  |  |
| Do educators have young people’s contact information? |  |  |
| Are educators hosting the virtual implementation? Or site staff? |  |  |
| **Implementation factors** |  |  |
| What is the group size? Are young people able to attend all sessions? |  |  |
| Is the session length shorter than the module? What is the length? |  |  |
| What is the overall delivery time? |  |  |
| **Asynchronous implementation** |  |  |
| Are educators providing the course material? |  |  |
| Are young people going through the course on their own? |  |  |
| Are educators invited to be co-teachers and can engage directly with youth? |  |  |
| Do educators have access to attendance and demographic data? |  |  |
| **Hybrid virtual implementation**  **(asynchronous platform=base)** |  |  |
| Can educators add real time virtual sessions/modules? |  |  |
| Can they add interactive features? |  |  |
| Can they see student responses? |  |  |