

JTOG Facilitators Guide

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1. What is JTOG?

JTOG is an acronym for **J**efferson **T**eamwork **O**bservation **G**uide (JTOG).

JTOG is a nationally validated evaluation tool/instrument (survey) purchased by OU Health Sciences to measure observed teamwork skills. Any use of the JTOG must follow the contractual obligations of the institutional license.

2. What is an IPE Activity?

Interprofessional Education (IPE) activities are learning interventions based on the [IPEC Competencies for Interprofessional Collaborative Practice](#) where learners from two (2) or more professions are learn about, from, or with each other. The IPEC competencies are the national standard for IPE activities and should be measured in any/all interprofessional activities. The IPEC competencies include:

- Teams/Teamwork
- Communication
- Roles/Responsibilities
- Values/Ethics
- and, Leadership

3. Purpose of JTOG?

- According to the World Health Organization [Framework for Action on Interprofessional Education & Collaborative Practice](#), the goal of IPE is to enable effective collaboration and improve health outcomes.

- The purpose of JTOG is to collect feedback from **the team** included in interprofessional educational activity to determine effectiveness of the educational intervention to meet goals set forth by the World Health Organization, the IPEC Competencies, the accreditation requirements of our participating academic programs, and the pillars of the University's strategic and academic strategic plans.

4. Definition of "Team"

ALL who participate in the IPE activity. This will include:

- Students
- Faculty/Staff/Facilitators
- Community Members (**required to be anonymous*)
 - Patients
 - Support persons/caregivers
- Other team members and/or observers

We encourage those planning IPE activities to consider patients and community members as team member, and, as such, to be inclusive of their feedback and request the JTOG form be completed at the end of the team-based experience.

5. When is JTOG administered?

During all official and approved Interprofessional Education (IPE) activities where team-based learning is occurring. This may include:

- Simulations
- Clinics
- All Professions Day (APD)
- IPE Events

IPE activities are posted to the IPE website at: <https://ipe.ouhsc.edu/Students/Curriculum>

The form is an electronic survey collected through a REDCap Link/QR code provided by the Office of Interdisciplinary Programs

6. OUHSC Contractual Obligations

JTOG is copyrighted material. OU Health Sciences is under contract to use JTOG and agreed to specific terms of use. The University's contractual obligations require:

- Data must be collected through an IPE REDCap link obtained from IPE staff.
- Collect data immediately after the activity and before the debrief
- All TEAM members must be invited to complete the JTOG. This includes student, patients, support person, faculty (observers or facilitators) (see definition of team above)
- All usage of the current copyrighted JTOG instrument by personnel at OU Health Sciences must meet these contractual obligations.

7. How do I get the REDCap link?

- Contact the IPE office at OUHSC-IPE@ouhsc.edu at least one week prior to the IPE activity to request an unique link for your project.
- Link/QR code provided to facilitator before activity

8. Incorporating JTOG during IPE Activities

- Best practices (and our contract) require the instrument be administered to the team immediately after the IPE team-based activity concludes, and before the team debrief(important step!)
- For example, a typical IPE activity will include:
 - Team Pre-brief/Huddle
 - Activity instructions/orientation
 - Instruction/training
 - Learning activity/patient encounter
 - JTOG
 - Team Debrief
 - Activity Evaluation/Assessment
 - Dismissal/Conclusion

9. Instructions for using JTOG

JTOG should be administered before the team debrief

Script:

“We’ll take a few minutes to complete the JTOG evaluation before starting the team debrief. JTOG is an acronym for the Jefferson Team Observation Guide. This is a national evaluation tool used for IPE activities. It measures team behaviors according to the IPEC Core Competencies for Interprofessional Collaborative Practice.

Because each team is different, including different patients and actions taken for that patient, we ask that you complete the survey after each IPE activity. Most questions are optional, and you can skip the questions that do not apply. You may also indicate N/A or Not-Observed as appropriate.

Your responses are reviewed by the curriculum committee and program stakeholders and used for quality improvement measures. Aggregate scores are reported to university administration. The survey is optional. We’ll allow 5 minutes for everyone to complete the JTOG and then we’ll proceed with the team debrief. You may begin.”

- Important to instruct everyone to READ the instructions in the intro
- NOTE about Team Leaders: Be sure to point (in the instructions), the first two questions ask about a team leader. If this activity is not designed to have a team leader then mark “not observed.”

10. Who is the Team Leader?

The JTOG instrument asks teams to reflect on the team leader. Here are a few items to consider:

- We understand that not all teams will have a team leader.
- In fact many IPE activities have the purpose of flipping the traditional hierarchy of teams.
- As such, if a team leader is not part of the IPE activity, please mark the first question "N/A"
- Otherwise, a team leader is generally the person facilitating the team experience.

11. Citation and IRB

JTOG Citation:

Sicks S, Umland E, Koch A, Hass RW, Tenpa J. Measuring interprofessional education and collaborative practice competencies: a content validity study of the Jefferson Teamwork Observation Guide®. *J Interprof Care*. 2021 Oct 1:1-7. doi: 10.1080/13561820.2021.1972946. Epub ahead of print. PMID: 34597247.

IRB Protocol:

IRB#13793: IPE Program Evaluation

Suggested acknowledgement for scholarly products:

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