**Society for Simulation in Healthcare Virtual Site Visit Agenda**

**Date:**

**Program:**

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| **0745-0800** | **Zoom with (Program Name)**  **Link:**  **Meeting ID:**  **Password:** |
| **Site Review Team and Program Establish Connection to Zoom Link**  Team Leader:  Team members: |
| **0800-0825** | **Introduction/Openings**  Attendees: SSH Review Team, Program Leadership and Staff |
| **REVIEW OF CORE STANDARDS AND CRITERIA** | |
| **0825-0900** | **Virtual Tour of Program Facility, Inspection and Observation of Program Environment**  Description: A pre-recorded video tour of the Simulation Program facilities and resources will be viewed by the SSH Review Team in advance of the virtual review. The team will utilize this time to ask any questions pertaining to the video shared.  Attendees: SSH Review Team, Program Leadership |
| **0900-1000** | **Review of Documentation, Criteria, and Standards with Program Leadership**  Attendees: SSH Review Team, Program Leadership |
| **1000-1015** | **Break**  SSH Review Team and participants from (Program Name) may turn off webcams and excuse themselves for 15 minutes |
| **1015-1100** | **Interview with Institutional Leadership**  Attendees: SSH Review Team, members of (Program Name) Institutional Leadership |
| **1100-1130** | **Core Review (CLOSED)**  Attendees: SSH Review Team Only |
| **1130-1200** | **LUNCH (Break)**  SSH Review Team and participants from (Program Name) may turn off webcams and excuse themselves for 30 minutes to eat lunch |
| **REVIEW OF TEACHING/EDUCATION STANDARDS AND CRITERIA** | |
| **1200-1230** | **Interview with Support Staff (simulation specialists/techs, IT/AV support, administrative assistant(s) etc. as appropriate within the Program)**    Attendees: SSH Review Team, members of (Program Name) support staff |
| **1230-1300** | **Interviews with Learners Group (3-6)**  Attendees: SSH Review Team, (Program Name) Learners |
| **1300-1315** | **Break**  SSH Review Team and participants from (Program Name) may turn off webcams and excuse themselves for 15 minutes |
| **1315-1400** | **Interview with Educators (2-5) (please include SP educator(s) if applicable)**  Attendees: SSH Review Team, (Program Name) Educators |
| **1400-1415** | **Teaching/Education Review (CLOSED)**  Attendees: SSH Review Team only |
| **1415-1430** | **Closing Statements**  Attendees: SSH Review Team, (Program Name) Leadership and staff |