# Measurement Table Template

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Inputs/**  **Resources** | **Activities**  **(Processes)** | **Outputs** | **Short-term Outcomes** | **Long-term**  **Outcomes** | **Impact** |
| **Description of Logic Model component** |  |  |  |  |  |  |
| **Measures (Definition)** |  |  |  |  |  |  |
| **Data source** |  |  |  |  |  |  |
| **Extraction/ Approach to data capture** |  |  |  |  |  |  |
| **Frequency of reporting and audience** |  |  |  |  |  |  |

## Using the Table

Along the top of the table are the components of the logic model. This table is not intended to direct you to have one measure for each component. You may choose that approach; however, you might not have a measure for one component and have multiple for another. The table can be adapted by adding columns or rows to align with your measurement plan. For example, having multiple short-term outcomes may be appropriate for answering an evaluation question, such as ‘Did the coordinated care initiative improve patient experience?’. Additional rows can also be added; examples of additional considerations of the table can be found below.

**Description of Logic Model component:** This will help define what you are actually trying to measure and remind you how it connects to your OHT’s logic model or strategy. It also allows this table to be used in tandem with the logic model.

**Measures (Definition):** Here, you should clearly state your measure and how it is defined. In many cases, the definition may be too detailed to fit in this table. If that is the case, provide an overview within this table and additional information in a technical appendix (e.g., numerator and denominator, detailed description of the population or condition included).

**Data source:** Indicate the source of the data. Ideally, the data collection is integrated into your program delivery process and leverages exciting sources. Some measures may require primary data collection (e.g., measures of provider experience you collect through a survey).

**Extraction/ Approach to data capture:** In this row, you can answer pertinent information related to how you will gather and track data, the processes involved, and alignment with existing processes?

**Frequency of reporting audience:** How often will the data be reviewed? Consider how often it is collected and when you would expect to see a change in the data. There may be multiple audiences for reporting. In this row, you should indicate the primary audience. Think about who will use the information to make decisions based on the data and who will need to support the interpretation.

**Additional considerations**

**Assumptions**:What are the major assumptions about t what would be required to make your program work? Assumptions are external factors that are outside the program manager’s control. They represent what your team believes needs to happen to move from one component of the logic model (e.g., Activities) to the next (e.g., Outputs)**.** Often, there are assumptions about what we are measuring built into the measures. Take the example of measuring primary care access through the availability of same or next-day appointments. Here we are assuming that those trying to access health care want their appointment as soon as possible.

**Roles and responsibilities**:Who will be responsible for collecting and analyzing the data? Being explicit about who is doing the work will help with resource planning.

**Analysis**: How will the data be analyzed? What statistics will be used to describe the data?

**Communication**: Beyond the primary audience for decision-making, how will the results be communicated? To whom will then communicated and when?