**Facilitator Guide**

RCOT Casson Memorial Lecture 2020

Re-engineering truth and certainty in occupational therapy

Thank you for being the group session facilitator for the Toolkit Event ‘RCOT Casson Memorial Lecture 2020’.

This guide will help you in your role as facilitator. It gives you some suggestions on how to support participants, and to help them make the most of the discussions. It is intended for professionals at Career Levels 3 to 5 of the Facilitation of Learning Pillar of Practice ([RCOT Career Development Framework](https://www.rcot.co.uk/cpd-rcot)). If you are at a higher Facilitation of Learning Career Level, the guide should also support you if you wish to refresh your knowledge.

Your role will be to enable the discussions and encourage participants to think critically to enrich the debate. You do not need special skills or previous knowledge of the topic. You can participate in all the group activities. You just need to bring your interest and enthusiasm to the room!

If you are on your own, you are your own course facilitator and this guide will be particularly relevant to you.

Preparing for the event

To host the RCOT Elizabeth Casson Memorial Lecture 2020 event you will need:

* A room with the capacity to welcome the number of participants you expect (which can be in the real or virtual world)
* Access to the internet
* A screen to play the lecture if you are meeting face to face
* The link to the lecture “[Re-engineering truth and certainty in occupational therapy](https://www.rcot.co.uk/2020-elizabeth-casson-memorial-lecture-dr-jenny-preston-mbe)” A [transcript](https://www.rcot.co.uk/node/264) is also available. Click the green BJOT Journal button and search for ‘Casson Lecture 2020’.

If you feel you need further guidance, please contact [RCOTApprovedLearning@rcot.co.uk](mailto:RCOTApprovedLearning@rcot.co.uk)

Facilitating the event

**INTRODUCTION** (Takes about 10 mins)

* Welcome the participants.
* Recap on the lecture title and the lecturer, giving a brief biography and [research background](https://www.researchgate.net/profile/Jenny_Preston). To help you, here is the RCOT press release for the lecture:

Dr Jenny Preston is Consultant Occupational Therapist and Clinical Lead Neurological Rehabilitation at NHS Ayrshire and Arran. A highly respected professional, Jenny is committed to both occupational therapy and the clinical field of neurological rehabilitation.

Jenny has made substantial contributions to the occupational therapy evidence base in the field of neurological rehabilitation, with her research focusing on multiple sclerosis and the management of visual perceptual deficits and the effectiveness of memory training.

With her clinical expertise, Jenny has been involved at the national policy level in Scotland as Co-Chair of the Neurological Rehabilitation Subgroup and a member of the Executive Committee of the National Advisory Committee for Neurological Conditions.

An ambassador for the profession, Jenny has also greatly contributed to her professional body: she is a member of the RCOT Research and Development Board and working party revising the RCOT pre-registration standards, and chaired the RCOT Specialist Section – Neurological Practice.

In recognition of her contributions and leadership, Jenny was appointed a Member of the Order of the British Empire (MBE) in 2017. In 2019, Jenny was awarded a Fellowship of the Royal College of Occupational Therapists.

* Review the sequence of activities.
* Preview the questions on page 2 of the toolkit that the participants will be discussing after the film. Suggest participants keep the questions in front of them as they watch.
* Invite people to take notes as they listen if they want.
* All the timings are guidelines. Use your judgement to decide if the group needs more or less time for each activity.

**RCOT ELIZABETH CASSON MEMORIAL LECTURE 2020** **SCREENING** (Takes about 50 mins)

The lecture “[Re-engineering truth and certainty in occupational therapy](https://www.rcot.co.uk/2020-elizabeth-casson-memorial-lecture-dr-jenny-preston-mbe)”

starts 7:54min into the recording.

**INDIVIDUAL INITIAL REFLECTION** (Takes about 15 mins)

You can be flexible with the time as people may need a little more to finish their thoughts. Don’t let the timing run too far over, however.

**PAIRED DISCUSSION** (Takes about 15 min)

Remind participants that:

1) there are no right or wrong answers to the questions

2) the questions help participants consolidate their learning, spark discussion and expand their understanding of the lecture.

**GROUP DISCUSSION** (Takes about 25 mins)

Be prepared to start the discussion. Depending on group size, warn people they have a time limit to allow everyone to speak. Keep people to time, as it is important that each pair has a chance to feed back to the group.

If you are hosting the event online, consider using a chat box function or other interactive tool to enable people to engage flexibly in the discussion. Consider asking the volunteer to get the online chat going once that person has finished presenting.

Introduce the person who has volunteered to go first.

When the volunteer has shared the pair summary answer, invite other pairs to share theirs. If the group moves to an open-ended discussion rather than sharing summaries, this can be encouraged.

**FINAL INDIVIDUAL REFLECTION** (Takes about 5 minutes)

Make sure you give yourself time for this activity too.

**THANK YOU AND CLOSE** (Takes about 5 mins)

* Thank participants for their time
* Remind them to revisit this resource in the next few days and complete the Follow up reflection and application
* Invite participants to send their feedback to RCOT

Feedback

Your views are important to us! Please send us your feedback about this resource so that we can make improvements for future participants. You can get in touch in any of the following ways:

* Click to fill out our [feedback form](https://forms.office.com/Pages/ResponsePage.aspx?id=7-ghQ1rN2Eadr3VQBbQNOWV-zdEtQytAgGHq4NY2vXhUMFZSV0NIUElVRjhJNDE3OERXVE1EVFFMUC4u)
* Find the feedback form at <https://bit.ly/3oEmgPT>
* Get to the feedback form through the QR Code.



* Email your suggestions to [Prof.Dev@rcot.co.uk](mailto:Prof.Dev@rcot.co.uk).

If you have any complaints or constructive comments about the resource, please send an email to: [RCOTApprovedLearning@rcot.co.uk](mailto:RCOTApprovedLearning@rcot.co.uk).

Post-event activity

As soon as possible after the course, complete the Facilitation reflection on the next page. Then complete your course facilitator certificate. File these pages in your CPD portfolio.

Facilitation reflection

RCOT Casson Memorial Lecture 2020: Re-engineering truth and certainty in occupational therapy

|  |  |
| --- | --- |
| Date of event | Click or tap here to enter text. |

Did you have concerns about facilitating the event before you started? How realistic were these in retrospect?

Consider what went well. What were the elements that made these aspects work? If you were to facilitate again, how would you make sure you include these elements?

Review what you would do differently next time. What do you want to change and why? If you were to facilitate again, what would you put in place to make this happen?

Do you have any unanswered questions about facilitating the learning of others? Who could you discuss these questions with?

Record your reflective learning points on facilitating the learning of others. If you have more than three, add them on the back of the page.

|  |
| --- |
| **My reflective learning points on facilitating the RCOT Casson Memorial Lecture 2020: Re-engineering truth and certainty in occupational therapy** |
| 1. Click or tap here to enter text. |
| 1. Click or tap here to enter text. |
| 1. Click or tap here to enter text. |

**CPD@RCOT**

**Certificate of**

**Facilitation of Learning**

This is to certify that:

\_\_Click or tap here to enter text.\_\_

facilitated the CPD@RCOT Toolkit

for \_\_Click or tap here to enter text.\_\_\_ people

on \_\_Click or tap here to enter text.\_\_

RCOT Casson Memorial Lecture 2020

Re-engineering truth and certainty in occupational therapy