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| Date Updated:  Pilot Date: |

**MCLI_horz1_onwhite_CMYK_black.pdfCourse Data Sheet**

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| **Course Information** | | | |
| **Program Title** | **Length of Program** | **Intended Audience *(All Staff, Leaders Only, Clinical Only, External Audiences)*** | **Delivery Method:**  Classroom  Blended Learning  Simulation  Conference  Panel |

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| **Individual Resources** | | | |
| **Instructional/Program Designer** | **Subject Matter Expert:** | **Presenter(s)/Educator(s)** | **Reviewer** |
| **Phone/Email** | **Phone/Email** | **Phone/Email** | **Phone/Email** |

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| --- | --- | --- | --- | --- | --- | --- |
| **MCLI Information** | | | | | | |
| **Classroom Type Needed/Preferred** | | **Max Students** | **Min Students** | | | **Catering Needed?**  Yes  No |
| **Set Up Time** ***(30 minutes standard)*** | | **Tear Down Time** ***(30 minutes standard)*** | **Breakout Sessions?**  Yes  No | | **Technology Needs**  Teleconferencing  Video-Conferencing  PowerPoint  Music/Video  Other | |
| **Pre-Class** | | | **Post-Class** | | | |
| **Task Owner** | **Task** | | **Task Owner** | **Task** | | |
|  |  | |  |  | | |
| **Special Notes** | | | | | | |

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| **Course Objectives/Description** | | | |
| **Course Description *(to be used in HealthStream and in catalog)*** | | |
| **Course Objectives *(At the conclusion of the course, learners will be able to…)*** | | |
| **Behavior/Job Standards and Competencies** | **Prerequisites** | **Application for CE Complete?**  Yes  No |

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| **Lesson Plan** | | | | | |
| **The Hook**  *Type Instructions for Opening Here* | | | | | |
| **Objectives** | **Course Outline** | **Learning Activity** | **Duration** | **Evaluation Tool** | **Supplies/**  **Materials** |
| Type Objective Here | Type Outline Here | * Type Description Here | Min | * Type Description Here | * Type Description Here |
| Type Objective Here | Type Outline Here | * Type Description Here | Min | * Type Description Here | * Type Description Here |
| Type Objective Here | Type Outline Here | * Type Description Here | Min | * Type Description Here | * Type Description Here |
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| Type Objective Here | Type Outline Here | * Type Description Here | Min | * Type Description Here | * Type Description Here |
| Type Objective Here | Type Outline Here | * Type Description Here | Min | * Type Description Here | * Type Description Here |
| Type Objective Here | Type Outline Here | * Type Description Here | Min | * Type Description Here | * Type Description Here |
| **Big Picture and Close**  *Type Instructions Here* | | | | | |