GLOBAL EMERGENCY MEDICAL REGISTRY

Global Medical Instructor Drill Delivery and Evaluation Tool

Unlike many other forms of training and educational activities, a drill is a very specific tool for a specific objective, thus a drill should be highly structured and delivered in a controlled manner with limited variables.

A drill is defined as a specific educational activity focused on achieving automaticity and mastery of a single skill through structured, repetitive exercises with minimal decision-making. Other educational activities, in contrast, often involve more complex learning goals, such as understanding concepts, making decisions, or applying skills in varied, real-world contexts. While drills are a valuable subset of the overall educational process for building a strong foundation, other activities focus on integrating those foundational skills into a broader, more dynamic understanding and application of knowledge. The most effective education typically involves a balance between the two methodologies.

Delivering a drill activity involves clear planning (objectives, roles), effective communication (advance notice, clear commands), structured execution (demonstration, practice in stages), and thorough review (feedback, debrief, after-action report) to build skills and test protocols or processes. Focus on clear instructions, modeling correct form, allowing ample practice time, correcting errors immediately, and evaluating outcomes against set goals for continuous improvement.

The Drill Delivery and Evaluation Tool (DDET) is used by the evaluator (Instructor Course Instructor Trainer, Clinical Educator, or Field Training Officer) to provide delivery, structured evaluation, and feedback to participants.

Each observed behavior is rated according to “Standard” as described in each line of the DDET.
The evaluator is required to sign the DDET at the end of each evaluation period, then the DDET is scanned into the educational record.

If the drill includes a high risk skill, the evaluator should assure every participant has had the opportunity for a slow speed walk through of the skill prior to any drill attempt.

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Drill Delivery and Evaluation Tool

List Drill Participants, Team, or Agency:

Time and Date (day/month/year) Drill Started:	**Evaluator and GEMR#:**	
GOAL/OBJECTIVE of drill:	**Drill starts when?**	**Drill Location:**

RATING INSTRUCTIONS	**RATING CRITERIA**			
BELOW STANDARD Frequently demonstrates difficulty in determining and performing basic components and/or the actions necessary to accomplish required tasks. Requires substantial supervisory/evaluator assistance, review, and step in. Quality and quantity of work is usually below acceptable levels. Requires prompting to start tasks.	**BELOW STANDARD**	**STANDARD**	**ABOVE STANDARD**	**NOT OBSERVED**
STANDARD Determines and performs the essential job components and the actions necessary to accomplish required tasks at the Medical Instructor level. Requires an acceptable amount of direction or consultation. Quality and quantity of work is within acceptable levels. Demonstrates initiative.				
ABOVE STANDARD Exceptional ability to determine and perform virtually all job components and actions necessary to accomplish required tasks. Requires little supervisory/evaluator direction, assistance, or review. Quality and quantity of work consistently exceeds requirements in accuracy, thoroughness and timelines. Demonstrates outstanding initiative and motivation				

DRILL RESPONSE ACTIONS

In the spaces provided, list in detail the actions expected by the participants; include guidelines or protocol to be followed, additional resources to be accessed, expected tertiary outcome.

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POST DRILL DEBRIEF WITH PARTICIPANTS		
Question:	Responses:	All participants queried?
What went well during the drill?		
What could have gone better?		
Were some aspects easier to remember?		
Were some aspects harder to remember?		
How could the time from start to intervention actions be shortened?		
Do the participants feel prepared to respond to an actual event?		
If the participants do not feel prepared, what do we need to practice or go over to improve your preparation?		
What remaining questions do you have that need to be explored at this point?		

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EVALUATOR OBSERVATIONS (Please specify dates of observed performance)
Observations:
Summary of Performance
Instruction / Training / Activities / Review:
Explanation of any "Below Standard" scoring:
Counseling / Remediation needed
Weaknesses / Remediation given:
Counseling provided:
Plan for improvement: ☐ See Attached Improvement Plan

SIGNATURES ARE MANDATORY			
Evaluator Assigned			
EVALUATOR Name (printed)	EVALUATOR Signature	GEMR #	Date
Additional Evaluators Assigned			
EVALUATOR Name (printed)	EVALUATOR Signature	GEMR #	Date
EVALUATOR Name (printed)	EVALUATOR Signature	GEMR #	Date