Appendix I: Developing Patient Teaching Materials

The process of developing patient education materials

1. Starting the process: establishing a planning group
2. Assess available patient education materials
3. Identify your purpose and the patient population
4. Decide on the content
5. Write the first draft in plain language
6. Apply a clear design
7. Get feedback from the clinical team
8. Get feedback from patients and families
9. Get approval from the clinical team
10. Produce the material
11. Distribute and use the material
12. Evaluate the effectiveness of the material