

Name:

State:

**Local Pre-Test: Implementation Status**

***Instructions:***

* Read the outcomes for each stage. Mark (X) those outcomes that have been completed.
* If most or all of the outcomes at a particular stage have been completed then move on to the next stage. Select the stage that reflects the site's current status, (e.g., most or all outcomes in prior stage(s) are complete, while the selected stage has many outcomes to work on).
* Keep track of outcomes in preceding stages that are not completed, but should be addressed.
1. **Outcomes of Exploration**

[ ]  An Implementation Team at each site was committed to guide the steps of the implementation process.

[ ]  A stakeholder group, with broad representation from the community was convened to explore the need for change and the fit of potential new practices or innovations with mission and values and resources of the service system.

[ ]  An innovation or set of practices was selected which addresses the need and is likely to result in desired outcomes.

[ ]  The service system and current practices were analyzed to determine the changes in organizational structures (policy and procedure, funding) and capacity (training technical assistance and mentoring or coaching) necessary to support implementation and sustainability of new practices.

[ ]  Necessary agency (and /or cross agency) leadership was committed to supporting the implementation of selected practices over multiple years.

[ ]  The decision to proceed with the implementation initiative and move into installation was made.

**2. Outcomes of Installation: Building System Capacity**

[ ]  An Implementation team at each participating site/program was committed guide the implementation process.

[ ]  With stakeholders input, mission and value statements and other concise descriptive materials were made available to assure regular communication, and support for the new initiative.

[ ]  System capacity, including communication structures, T&TA and data systems, and organizational structures, were strengthened to support implementation and scale up.

[ ]  A written Implementation, Scale-up and Sustainability Plan that includes all activities, responsibilities, timelines, as well as evaluation strategies, outcomes and benchmarks has been developed, shared with stakeholders and is “in use” by the Implementation Team.

**3. Outcomes of Initial Implementation**

[ ]  An Implementation Team provided oversight to activities at each site.

[ ]  Practices were implemented, and training and coaching assured increasing level of fidelity.

[ ]  Data were used to inform all aspects of implementation.

[ ]  Systemic changes and organizational supports were added to support the practices.

[ ]  Training and coaching were adapted and strengthened according to evaluation results.

[ ]  Implementation of new practices began to show expected results.

[ ]  Evaluation of sites provided information to assist in expansion and scaling up to full implementation.

**4. Outcomes of Full Implementation**:

[ ]  The practices have been successfully implemented with fidelity.

[ ]  The outcomes were measured and showed intended results.

[ ]  Training, TA and coaching procedures and materials were adapted based on evaluation data and are effective in helping practitioners practice with fidelity.

[ ]  Systemic issues were resolved and the system has the capacity to support the practices.

[ ]  Expectations for performance were built into job descriptions, and supervision activities.

[ ]  Each site is sustaining fidelity of practice, and able to adjust for unintentional “shift”.

[ ]  Implementation Team works with the State Leadership Team to support new expansion sites by providing demonstrations, T &TA, data on benefits, and recommendations based on “lessons learned.”