

Rural Palliative Care Resource Kit



Sustainability decision tool

Questions		Decisions			
		Yes fully	Yes in part	Don't know	No
For each of following questions, make a decision as listed on the right and give your project/program an ordinal score using these points		+2 pts	+1 pt	0 pts	-1 pt
Project planning & resourcing					
1.	Does the project service plan demonstrate that patients and carers needs and preferences are explicitly identified?				
2.	If so, does the project's service plan clearly identify strategies that address patients and carers needs and preferences?				
3.	Were existing front-line providers integral in the development and implementation of the project's service plan?				
4.	Did the project justify change using a process mapping exercise?				
5.	If so, did the process map reasonably and transparently identify duplication, waste and/or inefficiencies in existing services?				
6.	Did the majority of resources committed to the project exist prior to the project?				
7.	Do the majority of new resources created by the project require minimal if any recurrent investment?				
8.	Has the project committed to investing in the skill development of providers with an interest in sustaining the project?				
9.	Is the project free of competing priorities for its resources?				

Questions		Decisions			
		Yes fully	Yes in part	Don't know	No
Project performance & evaluation					
10.	Does the project consistently collect, collate, monitor and report data sufficient to reliably measure and evaluate the service?				
11.	Is project data collection consistent with current work practices of front-line providers? (i.e. it doesn't add to work-loads and down-time?)				
12.	Does the project have a formal evaluation process?				
13.	If so, is the evaluation supported by valid quantitative data which is able to demonstrate that specified goals and objectives are tangibly achieved within anticipated timeframes?				
14.	Does the evaluation demonstrate that national standards are explicitly targeted and addressed in the project?				
15.	Is the project consistently within budget projections?				
16.	Does the project meet contractual milestones on time?				
17.	Has the project demonstrated a redistribution of existing resources that have produced a net improvement/benefit in service delivery?				
Project governance					
18.	Does the project have active and regular engagement from organisational leaders and senior management in the participating agencies?				
19.	Does the project actively identify and support clinical champions?				
Project adaptability					
20.	Are the project's policy and procedures adopted and integrated within organisation/s established modes of operation? (i.e. have they been "mainstreamed"?)				
21.	Is the project model adaptable to organisational change and/or restructure?				
22.	Is the project model adaptable to changes in practice and standards over time?				
23.	Is the project model amenable to the introduction of new ideas and innovations from external sources?				
Project support & awareness					
24.	Are the project's results regularly reported, disseminated and discussed at a senior executive and/or clinical level?				
25.	Are there high public awareness, support and measurable demand for the service?				
Sub-Totals:					
Net Total:		/50			