

WRaPT Readiness Assessment

Keep in Mind: What is the question to be answered?

Initial Meeting

1. What is in Scope?
2. What is out of Scope?
3. Who is key to success & have they been identified?
 - a. Project Lead
 - b. WRaPT Lead
 - c. Data Lead
 - d. Workforce Lead
 - e. SMEs/Clinical Reference
4. What is the question to be answered?
5. Are organisational permissions in place?
6. What are the risks to delivery?

Potential outputs from this stage:

1. PID / Project Charter / Scoping Script
2. If working with WRaPT Team, WRaPT Report – Section 1

Data Governance

1. Is data owner identified?
2. Is data lead identified (if different)?
3. Have Data sign off leads in each organisation been agreed?
4. If GP Data needed, need sign-off from LMC/GP Federation
5. Is ISG set up for all organisations?
6. Have relevant data flows been produce and signed off?

Outputs from this stage:

1. Data sharing/governance agreements (multiple orgs?)
2. If working with WRaPT Team, WRaPT Report – Section 2

Workforce Data

1. Is Workforce Data available?
2. Is the data valid and correct?
3. Has it been validated with the people who know the service?
4. Does it include all workforce involved in delivery? Check for doctors in training, Bank, Agency & Locums
5. Can it answer the question?

Outputs from this stage:

1. Workforce Profile
2. Validated Workforce Data in WRaPT
3. If working with WRaPT Team, WRaPT Report – Section 2

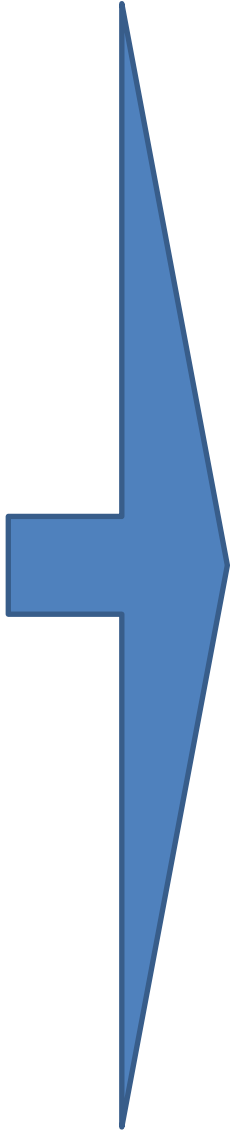
Activity Data

1. What activity data is needed?
2. What data is available?
3. Does it link to the scope & question to be answered?
4. Has it been validated with the people who know the service?
5. What assumptions have been made?
6. Have any assumptions been recorded?

Outputs from this stage:

1. Validated Activity Data
2. Risks
3. If working with WRaPT Team, WRaPT Report – Section 2

Review Timeline, Resources & Risks to deliver



Driver Creation

1. *Workshop to create drivers (if working with WRaPT Team, facilitated by WRaPT), or;*
2. *Auto-creation based on assumptions*
3. *Have the drivers been validated by operational manager/lead?*
4. *Produce further iterations of drivers as needed*
5. *Re-validate*
6. *Does it answer the question?*

Outputs from this stage:

1. *Validated drivers*
2. *If working with WRaPT Team, WRaPT Report – Section 2*

Modelling

1. *What is the question to be answered?*
2. *Create scenarios and model change*
3. *Validate model(s) with identified leads*
4. *Does it answer the question?*

Outputs from this stage:

1. *Future state model produced*
2. *Record of assumptions made*
3. *If working with WRaPT Team, WRaPT Report – Section 2*

Does it answer the question?

Closedown

1. *Have expectations of the project been met?*
2. *Has training been delivered?*
3. *Are there any ongoing support needs that need resourcing by the WRaPT Team?*
4. *What are the identified benefits of the WRaPT intervention?*
5. *Is there any feedback for the WRaPT Service that you wish to submit??*

Outputs from this stage:

1. *WRaPT Report – Section 3*
2. *Case Study – validated & signed off*