

Environmental readiness assessment worksheet

Adapted from Registered Nurses Association of Ontario (RNAO, 2002)

Toolkit – Implementation of Clinical Practice Guidelines – Environmental Readiness Assessment Worksheet

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Element	Question	Facilitators	Barriers	Actions
Structure	To what extent does decision-making occur in a decentralized manner?			
	Is there enough staff to support the change process?			
Workplace Culture	To what extent are the four principles stated in the National Safety and Quality Health Service Standard for Clinical Handover consistent with the values, attitudes and beliefs of the practice environment?			
	To what degree does the culture support change and value evidence?			
Communication	Are there adequate (formal and informal) communication systems to support information exchange relative to implementation?			
Leadership	To what extent do the leaders within the practice environment support (both visibly and behind the scenes) implementation?			
Knowledge, skills and attitudes of target group	Does staff have the necessary knowledge and skills?			
	Which group is most open to change and new ideas?			
	To what extent are staff motivated to implement a handover improvement process?			
Commitment to quality	Do quality improvement processes and systems exist to support measurement of progress and results of implementation?			
Availability of resources	Are the necessary human, physical and financial resources available to support implementation?			
Interdisciplinary relations	Are there positive relationships and trust between the disciplines that will be involved or affected by implementation?			