

IDDT READINESS CHECKLIST

The Readiness Checklist is used as a consultation tool to help identify a program's readiness for implementation of the Integrated Dual Disorder Treatment model. The items included in the checklist are intended to provide a fairly comprehensive assessment of readiness for key components required at varying levels and among several stakeholder groups for successful implementation. A continuum of change readiness acknowledges that different strategies and emphasis are relevant for the technical assistance needed to begin working with a program and its many stakeholders.

SITE: Agency: _____
County: _____
Contact: _____ -

DATE: _____

SAMI CCOE Interviewers:	Site Personnel:	Affiliation (agency, board, etc.)

- Why did you elect to implement this (these) EBP(s)?
 - _____
 - _____

- What steps have already been taken in preparing for this EBP implementation?
 - _____
 - _____
 - _____
 - _____

- What degree of advantage do you think that you will gain by implementing the EBP?
 - Great=4 Some=3 Slight=2 no advantage=1
 - Please explain: _____
- List 3 recent change efforts:
 - Describe the change effort: _____

 - How did the change effort go? _____

 - What helped effect the change? _____

 - What impeded efforts to change? _____

 - Were consumers & families involved in implementing the change & gauging its success? _____

 - Was the mental health authority involved in motivating or implementing the change? _____

 - What role did practitioners play in the change? _____

- Do practitioners currently collect consumer outcome data? Y N
 - What outcomes are collected?
 - Reference SAMHSA NOMs
 - Abstinence Y N
 - Hospitalization Y N
 - Arrests Y N
 - Housing status Y N
 - Employment Y N
 - Others? Y N
- Do Program Leaders get regular, timely reports on consumer outcomes? Y N

- Do you anticipate or have you already noted any unintended consequences from the EBP initiative?

- **Advisory Committee**

- Existing Body
- Membership of at least 2-3 key stakeholders (list)
- Willingness to develop
- Ability to develop (social capital)
- Does this EBP solve a problem that is currently in sharp focus at your workplace? _____
- Is there a consensus now to move towards implementing the EBP? _____

Very weak	moderately weak	neutral	moderately strong	very strong
1	2	3	4	5

Notes:

- **County/Regional Board**

- Philosophical
- Financial Health
- Champion
- Current Needs Assessment

Very weak	moderately weak	neutral	moderately strong	very strong
1	2	3	4	5

Notes:

- **Agency**

- Board Support
 - Philosophical
 - Financial Health

Very weak	moderately weak	neutral	moderately strong	very strong
1	2	3	4	5

Notes:

□ **Top Leadership**

- Philosophy
- Flexibility
- Commitment to training
- To what extent are the methods & techniques of the EBP consistent with the general mode of providing services at your agency?

Very=4 Somewhat=3 Mildly=2 not consistent=1

- Please explain:

- Champion
 - Is there a clear leader/champion behind the EBP implementation? Who? Please explain?

- How committed are the staff in your workplace to implementing the EBP?

Very=4 Somewhat=3 Mildly=2 not comitted=1

- Please explain:

- How easy will it be to implement the EBP?

Very=4 Somewhat easy=3 Mildly difficult=2 Very hard=1

- Please explain:

- What is the likelihood that this EBP will be implemented within 9 months at your agency?

Completely=5 Almost completely=4 Moderate=3 almost not at all=2 not=1

- Please explain:

Very weak	moderately weak	neutral	moderately strong	very strong
1	2	3	4	5

Notes:

□ **Agency**

- Current Dual Disorder Programs
 - Structure
 - Silo vs. team based
 - Serial vs. parallel
 - New team vs. current team
- How many clinical sites does your organization have?
 - _____
- How many consumers does your entire organization serve each year?
 - _____
- Geographic setting (**for main site**):
 - Address: _____
 - Type of setting: Rural Suburban Small City Urban
- Geographic setting (**for implementing site**):
 - Address: _____
 - Type of setting: Rural Suburban Small City Urban
- Geographic setting (for implementing site, **if more than one site**):
 - Address: _____
 - Type of setting: Rural Suburban Small City Urban
- Geographic setting (for implementing site, **if more than one site**):
 - Address: _____
 - Type of setting: Rural Suburban Small City Urban
-

Very weak	moderately weak	neutral	moderately strong	very strong
1	2	3	4	5

Notes:

- ❑ **Funding potential** (for discrete program/as needed)
- ❑ How flexible are the resources for the SMI program? Who has budgetary control?

- ❑ To what degree do funding mechanisms support this EBP?
 5=not at all 4=slight 3=moderate 2=great 1=very great
 - How serious a barrier does this create to implementation at your site?
 5= extremely serious 4= very serious 3= moderately serious
 2=slightly serious 1=not at all serious

❑

Very weak	moderately weak	neutral	moderately strong	very strong
1	2	3	4	5

Notes:

- ❑ **Personnel & Staffing Issues**
 - Attitude
 - Treatment skills
 - Philosophy
 - Have you had to change staff in order to implement this EBP? _____
- ❑ How many full time equivalents (FTEs) do you have on staff at this time?
 - Case managers
 - What is the consumer to case manager ratio? _____
 - Nurse
 - What is case ratio? _____
 - Counseling
 - Team leader
 - How long has the SMI Program Leader been in position? _____
 - How long did the person before them have the job? _____
 - Do they carry a direct service caseload? Y - #___ N
 - Psychiatry
 - Housing
 - Employment specialist
- ❑ Do treatment teams function in a multidisciplinary fashion? Y N

Comments: _____

- Are there paid consumers &/or family members on the staff?
 Consumers family members neither

Comments: _____

- Do you have paid peer support specialists? Y N
- Does the staff have allegiances to organizations such as unions? Y N

Comments: _____

- How will you handle eligibility for consumer program participation for the EBP?
 - _____
 - How many consumers are you planning to serve with this EBP? What is your penetration goal? _____

Very weak	moderately weak	neutral	moderately strong	very strong
1	2	3	4	5

Notes:

- **Agency**
 - Collaborative Potential ☺

Very weak	moderately weak	neutral	moderately strong	very strong
1	2	3	4	5

Notes:

- Consumer Involvement

Very weak	moderately weak	neutral	moderately strong	very strong
1	2	3	4	5

Notes:

- Cultural Competence

Very weak	moderately weak	neutral	moderately strong	very strong
1	2	3	4	5

Notes:

- Population of SMI/SUD (Awareness of need)

Very weak	moderately weak	neutral	moderately strong	very strong
1	2	3	4	5

Notes:

What are the strategies that could be used to help improve the success of the implementation of the EBP? _____

OVERALL READINESS

Very weak	moderately weak	neutral	moderately strong	very strong
1	2	3	4	5

Notes:

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