

IDDT IMPLEMENTATION PLAN & TIMELINE

The following is an outline of tasks to be completed, responsible parties, and target dates of completion during the IDDT implementation process. The implementation plan is based on the Ohio SAMI CCOE “Implementing IDDT” Guide. This document is intended to help an agency plan IDDT implementation next steps at any point during the process of the program development. It also provides a record of the steps taken in the process to guide future model implementation efforts. As the implementation of the IDDT services progresses, more steps and details may be added to this plan.

UPDATED: _____ (date)

STAGE 1: PRE-CONTEMPLATION – UNAWARE or UNINTERESTED

Tasks	Responsible Parties	Target Date	Date Completed
Ask Important Questions			
Begin The Change Process			

STAGE 2: CONTEMPLATION – CONCENSUS BUILDING

Tasks	Responsible Parties	Target Date	Date Completed
Conduct a Needs Assessment			
Develop Awareness of Available Options			
Identify Current Practices and Rationales			

IDDT IMPLEMENTATION PLAN & TIMELINE

STAGE 2: CONTEMPLATION – CONSENSUS BUILDING (Cont.)

Tasks	Responsible Parties	Target Date	Date Completed
Examine Your Mission, Values, Goals, and Vision			
Check It Out			
Engage Technical Assistance			
Assess The Pros And Cons			
Develop Informed Consent and Consensus			
Explore Concerns			

IDDT IMPLEMENTATION PLAN & TIMELINE

STAGE 3: PREPARATION – MOTIVATING

Tasks	Responsible Parties	Target Date	Date Completed
Define Your Rationale			
Identify Stakeholders			
Build Consensus			
Find Your IDDT Champions			
Identify Financial Resources			
Assemble A Steering Committee			
Conduct a Readiness Assessment			
Decide To Implement Or Not			

IDDT IMPLEMENTATION PLAN & TIMELINE

STAGE 3: PREPARATION – MOTIVATING (Continued)

Tasks	Responsible Parties	Target Date	Date Completed
Recruit A Team Leader			
Plan To Start Small			
Assemble The Multidisciplinary Service Team			
Begin An Implementation Plan			

STAGE 4: ACTION - IMPLEMENTING

Tasks	Responsible Party	Target Date	Date Completed
Conduct A Baseline Fidelity Review			
Develop A Baseline Fidelity Action Plan			
Develop Stage-wise Interventions			

IDDT IMPLEMENTATION PLAN & TIMELINE

STAGE 4: ACTION – IMPLEMENTING (Continued)

Tasks	Responsible Party	Target Date	Date Completed
Acquire and Integrate Training			
Engage in Clinical Consultation			
Provide Stage-wise Interventions			
Develop and Monitor Outcomes			
Continue to Educate and Train Stakeholders			
Address Barriers			
Address Unintended Consequences			

IDDT IMPLEMENTATION PLAN & TIMELINE

STAGE 5: MAINTENANCE - SUSTAINING

Tasks	Responsible Party	Target Date	Date Completed
Maintain Oversight			
Monitor Fidelity			
Monitor Outcomes			
Network With Others			
Provide Ongoing Training			
Engage In Ongoing Consultation			
Expand IDDT Services			
Transform The Organizational Culture			