

The Quality Implementation Self-Assessment Rating Scale

Please think about a current innovation you and your organization are considering implementing or are in the process of implementing.

This brief self-rating scale provides a quick diagnostic about the current status of implementing an innovation in an organization (an innovation is a program, policy, or practice that is new to an organization). Items in this self-rating scale come from implementation science and empirical evidence on what promotes quality implementation.

The self-rating scale is based on theory and practice related to a synthesis of the implementation science literature—the Quality Implementation Framework (Meyers, Durlak, & Wandersman, 2012) and the comprehensive and consultative Quality Implementation Process (Lamont, Wright, Wandersman, & Hamm, submitted; Meyers, Chien, Katz, Wandersman, Wright, Scaccia, 2012), which involves ongoing planning, monitoring, and evaluating implementation quality over time. However, this self-rating scale does not supplant the more comprehensive Quality Implementation Process. The QISARS provides a point-in-time assessment of the quality of implementation and should be used to inform the next steps for implementation support. It is intended to provide insight into areas of strength and areas in which your organization may need additional support and may point to the direction of undertaking a Quality Implementation Process.

For each item, rate the current status of your organization as in “early stages,” “transitional stages,” or “advanced stages” based on the following descriptions:

Early Stage = You may have considered this as part of your plan to implement, but have not yet taken specific steps to put it into place.

Middle Stage= You have begun taking steps to incorporate this into your overall implementation process.

Advanced Stage =Steps have been taken to make this an integral and ongoing part of your implementation.

SECTION 1: PREPARING FOR IMPLEMENTATION

Before implementing an innovation, your organization needs a clear vision and plan for implementation. Quality implementation is part of a more extensive process of planning, monitoring, and evaluating an innovation. Jumping to implementation without first developing a concrete plan for implementation may prevent quality implementation in the long term.

Where do you think your organization is on each of the following?

	Early	Transitional	Advanced
1. Our organization has conducted a needs and resource assessment to identify the underlying needs we are trying to address.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Our organization has a set of identified goals and desired outcomes to meet needs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. My organization has considered best practice ways to meet goals and objectives.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. We have considered how evidenced-based strategies fit with our organization.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. We have assessed our organization's capacity to implement best practices in our organization (e.g., support personnel, costs for professional development, staff skills).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Based on the above items, we have selected an innovation and developed a concrete plan for implementing this innovation in our organization.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What are some immediate steps you can take to move you and your organization from early stages to transitional or advanced stages on some of these areas?

SECTION 2: DEVELOP AN IMPLEMENTATION TEAM

The quality of any implementation is improved when there is oversight and input from a team of organization members, rather than the responsibility of a single person. An implementation team that utilizes many different people and skills in the organization will be helpful for quality implementation of your chosen innovation.

Where is your organization in each of the following items?

	Early	Transitional	Advanced
1. Our organization has a team responsible for overseeing the transition to this innovation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. There is a team leader for the implementation team.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. The team leader has a clear role and responsibilities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Our team includes staff from different departments or content areas who work collaboratively.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Considerations have been made to ensure that the team leader has sufficient time and resources to effectively oversee the transition to this innovation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. We have considered inviting community members or other external persons (e.g., business leaders; other agencies) as team members.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Members of our transition team know their roles and responsibilities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. We have collaborations with persons (internal and/or external) with extensive knowledge and/or expertise relevant to the specific content of this innovation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. We have an agreed upon structure(s) for our team overseeing transition (e.g. steering committees, advisory committees, workgroups).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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SECTION 3: FOSTER SUPPORTIVE CLIMATE AND CONDITIONS FOR YOUR INNOVATION IN YOUR ORGANIZATION

Having an organizational climate that is supportive of change will facilitate quality implementation of innovations. When the organizational climate is favorable to the innovation, quality implementation is more likely.

What steps has your organization taken to create supportive climate and conditions?

	Early	Transitional	Advanced
1. This innovation has at least one "champion" who is excited about it and shows leadership for the project.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. We have communicated the need for this innovation throughout the organization.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. We have communicated the benefits of this innovation throughout the organization.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. We regularly assess resistance to this innovation in our organization.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. We have created policies and procedures/practices for dealing with resistance to this innovation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. We have created policies and procedures/practices that enhance staff accountability to implementing the innovation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. We use a shared decision-making approach to planning and implementing the transition to this innovation. We use a collaborative approach and consider input from many levels before making decisions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. We have adequate support from our organization's administration for this implementation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What are some immediate steps you can take to move you and your organization from early stages to transitional or advanced stages on some of these areas?



SECTION 4: MONITOR IMPLEMENTATION

The plan your organization has for the transition to your chosen implementation will act as a road map. Quality plans include a clear strategy for monitoring how the transition is progressing over time.

What does your transition plan include?

	Early	Transitional	Advanced
1. Our plan for implementation includes specific, actionable tasks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Each task on our implementation plan includes:			
• a person responsible for overseeing completion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• an expected timeline for completion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. We regularly revisit plans and make mid-course corrections, as needed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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SECTION 5: RECEIVE AND PROVIDE TRAINING AND TECHNICAL ASSISTANCE

Training and technical assistance is a critical component in supporting quality implementation.

Rate your organization on the following aspects of training and technical assistance:

	Early	Transitional	Advanced
1. We have assessed and prioritized support needs specifically related to this innovation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. We have a designated person(s) responsible for providing training/technical assistance to organization members.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. We have fostered a relationship with external persons and resources to support training/technical assistance.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. The person(s) providing training/technical assistance understands our organization's needs/resources	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. The person(s) providing training/technical assistance understands our organizations goals/objectives.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. The person(s) providing professional development/training has a sufficient level of content knowledge specifically related to this innovation to adequately train members of our organization.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Our transition team works collaboratively with the person(s) responsible for professional development/training.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What are some immediate steps you can take to move you and your organization from early stages to transitional or advanced stages on some of these areas?

SECTION 6: COLLABORATION WITH PROGRAM DEVELOPERS

Direct communication between program experts and community organizations can help improve the quality of implementation.

Rate your organization on the following dimensions:

	Early	Transitional	Advanced
1. We regularly collaborate with the developers of this innovation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. We regularly engage in problem-solving related to implementation with program developers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What are some immediate steps you can take to move you and your organization from early stages to transitional or advanced stages on some of these areas?