

Readiness Radar - Plot Worksheet

Project's Characteristics	Weight	Question Number	Description	Rating Scale (0-4)	Value Value = Rating x Weight/100
Time	10.0	1	Does the Project Lead(s) have protected time to think about and coordinate the project?		0.0
Project Team	7.5	2	Are different staff groups representative of the service represented in the project team?		0.0
Skills	5.0	3	Are there people with skills and experience in QI and in managing data in the project team?		0.0
Meetings	12.5	4	Does the project team meet frequently i.e. daily/weekly/fortnightly?		0.0
Communication	10.0	5	Is there regular communication and sharing with the wider service about the progress of the project daily/weekly/fortnightly?		0.0
Engagement	12.5	6	Does a large majority of the service respond to opportunities to engage with this work e.g. generating change ideas, respond to surveys and Good Day Measure?		0.0
Collective Leadership	10.0	7	Is there a distributing and allocating of leadership power to wherever expertise, capability and motivation sits within the service so that all staff members can intervene to solve problems?		0.0
Testing	15.0	8	Does the team have at least one change idea being tested in any given week?		0.0
Software	10.0	9	Is the project making regular use of Life QI and ImproveWell and team performance dashboards i.e. daily/weekly/fortnightly?		0.0
External Objectivity	7.5	10	Do the QI Coach and QI Sponsor proactively engage with the project on a regular basis i.e. weekly/fortnightly/monthly?		0.0

100.0

Rating Scale. Please keep the ratings to whole numbers.

- 0: Never
- 1: Rarely
- 2: Sometimes
- 3: Usually
- 4: Always



Project Readiness Indicator:

0

Readiness Indicator = Total of Value column rounded up to the nearest whole number.

Explanation for the Project Readiness Indicator:

- 4 = Ready in all areas
- 3 = Ready in most areas
- 2 = Ready in some areas
- 1 = Ready in only a few areas
- 0 = Not ready