

NHS Harrow: Impact assessment tool for service change proposals

Appendix 2: Voluntary Sector Commissioning Review Impact Assessment

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1. Completing the impact assessment tool

This framework is intended for use for individual proposals for changes to services. It is anticipated that a range of stakeholders and specialists will need to work together to complete this assessment while developing individual service proposals. This framework does not replace requirements to undertake an equality impact assessment or regulatory impact assessment where necessary.

2. Using the results of the assessment

Impact assessments on all current projects should be reviewed by the relevant Transformation Programme Management Board:

- a. If a proposal receives a 'Red' flag indicating that a high risk of harm exists the proposal should be reviewed urgently by the Transformation Programme Board and either ceased or redesigned appropriately.
- b. If a proposal receives one or more 'Red' flags in any other criteria then the relevant Transformation Board should review the proposal. One red flag is not necessarily a cause of concern; for example a service redesign project on a low prevalence condition may still be worthwhile if other benefits are anticipated. Each case will need to be considered individually to ensure that enough significant benefits (e.g. 'green flags') are predicted to accrue from the project.

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Criteria	Red Flag	Amber Flag	Green Flag
SAFETY			
Harm	High risk of harm <input type="checkbox"/>	Medium risk of harm <input type="checkbox"/>	Low risk of harm <input checked="" type="checkbox"/>
Quality improvement	No quality improvement <input type="checkbox"/>	Moderate quality improvement <input checked="" type="checkbox"/>	High quality improvement <input type="checkbox"/>
EFFECTIVENESS			
Strength of evidence for stated clinical objectives	Limited evidence <input type="checkbox"/>	Modest evidence <input type="checkbox"/>	Good evidence <input checked="" type="checkbox"/>
COST			
Value for money	Limited evidence of vfm or evidence of poor vfm <input type="checkbox"/>	Evidence of modest vfm <input type="checkbox"/>	Evidence of good vfm <input checked="" type="checkbox"/>
Impact on current resource utilisation / PCT financial balance	Low impact) <input type="checkbox"/>	Moderate impact <input type="checkbox"/>	Significant impact <input checked="" type="checkbox"/>
BENEFITS			
To individual (health improvement, patient outcome & life expectancy)	No benefits <input type="checkbox"/>	Modest benefits <input type="checkbox"/>	High benefits <input checked="" type="checkbox"/>
To community (health inequalities)	No benefits <input type="checkbox"/>	Modest benefits <input type="checkbox"/>	High benefits <input checked="" type="checkbox"/>
NEED			
Prevalence	<0.1% prevalence <input type="checkbox"/>	0.1-10% prevalence <input type="checkbox"/>	>10% prevalence <input checked="" type="checkbox"/>
PATIENT ACCESS AND EXPERIENCE			
Patient & public access	Reduces access (including compromising national access targets) <input type="checkbox"/>	Maintains access <input type="checkbox"/>	Improves access <input checked="" type="checkbox"/>
Patient experience	Reduces patient experience <input type="checkbox"/>	Maintains patient experience <input type="checkbox"/>	Improves patient experience <input checked="" type="checkbox"/>
Carer experience	Reduces carer experience <input type="checkbox"/>	Maintains carer experience <input type="checkbox"/>	Improves carer experience <input checked="" type="checkbox"/>
OTHER CRITERIA			
Impact on partners' sustainability	Has high impact on partners' sustainability <input type="checkbox"/>	Has modest impact on partners' sustainability <input checked="" type="checkbox"/>	Has no, or beneficial impact, on partners' sustainability <input type="checkbox"/>
Partners' acceptability	Low acceptability <input type="checkbox"/>	Moderate acceptability <input checked="" type="checkbox"/>	High acceptability <input type="checkbox"/>
Treatment or service options	Other options with better outcomes <input type="checkbox"/>	Other options with same outcomes <input type="checkbox"/>	No other options <input checked="" type="checkbox"/>
Feasibility	Unsustainable or significant risk of failure <input type="checkbox"/>	Probably sustainable, implementation feasible <input type="checkbox"/>	Sustainable, easily integrated. Clear implementation plan <input checked="" type="checkbox"/>
POLICY ALIGNMENT			
National policy, target or other statutory requirement – (PCT Commissioning Strategic Plan)	Not related to national policy or target <input type="checkbox"/>	Weak relationship to national policy or target <input type="checkbox"/>	Direct relationship to national policy or target <input checked="" type="checkbox"/>