

Exploring Implementation of a New Intervention: Questions to Ask EBP Model Developers or ‘Purveyors’

Purpose: *The following questions may be useful in exploring key features of an Evidence-Based Practice model and helping an agency to prepare for full scale and successful implementation.*

These questions likely follow from an initial exploration of the model (an understanding of the target population, methods or intervention strategies, logic model, results, etc.).

I. General Overview

- How did this program become recognized as ‘evidence-based’?
 - What are the seminal studies and where were they published?
 - What is/was the target population?
 - What agencies or organizations have deemed it an EBP? At what level?
- Where has this intervention been implemented?
 - In what settings? (states, counties, agencies)
 - With what (diverse) populations? Were a wide range of ages, genders, races and ethnicities included in the program evaluations?
- Is there a single agency or organization that oversees dissemination (i.e., a ‘purveyor’)?

Notes: _____

II. Staffing

- What are the staffing requirements (number and type)?
- What are the minimum staff qualifications (degree, experience)?
- What methods are used to select the best candidates (philosophy, skills)?
 - Are there resources available (e.g., Hiring Toolkits) to assist with hiring?
- Is there a recommended practitioner-to-client ratio?
- Is there a recommended supervisor-to-practitioner ratio?
- What is the process for replacing staff who depart? (turnover management strategies)*

Notes: _____

III. Training and Technical Assistance

- Is training required before a site can implement this intervention?
- Who conducts the training, and where is it conducted?
- Can staff at implementation sites be certified to conduct the training?
- Who is typically trained (practitioners, staff selection interviewers, staff trainers, staff supervisors/coaches, agency administrators)?
- How are supervisors prepared to provide effective support for practitioners?
 - Is there a training manual for supervisors?
 - Is there a training manual for agency leaders (e.g., program directors)?
- What is the duration of the training (hours, days)?
- Is further training / booster training / retraining required/available?
- What on-site assistance is provided by the developer, if any?

Notes: _____

IV. Quality Assurance Mechanisms

- What are the core components that define the essence of the intervention?
- Is there a QA / CQI system? And is it web-based?*
- What is the supervision protocol for providing effective support for practitioners?
- How long does it usually take for a new implementation site to become a high-fidelity user of the intervention?
- What practical instruments are available to assess adherence and competence of the practitioner's use of the intervention's core components?
- What tests have been done to ensure the validity and reliability of the fidelity instruments?

Notes: _____

V. Implementation Experience

- What have been the biggest challenges to effective implementation? [How might these challenges be overcome?]
- What (common) mistakes have been made, and how can we avoid them? [Lessons learned]
- Can you provide contact information for two or three directors of implementation sites that are currently in the process of implementing the intervention?

Notes: _____

VI. Costs

- How much does it cost to secure the services of the developer, training organization, or purveyor team?
 - o What is included in that cost?
 - o Is the QA system included?
- If the intervention costs more than my budget allows, is there a way to implement only part of the intervention?
- Do costs include salaried positions? In-kind costs? Special equipment?
- What budgeting supports are available to prospective programs (i.e., Cost Estimators)?

Notes: _____

VII. Adaptations

- Has your intervention been adapted in any ways that might be relevant to its implementation in a setting like ours (describe your setting) or with a population like ours (describe your population)?
- Have you been able to identify whether there are any “core components” of the intervention - parts of the intervention that must be implemented and/or should not be adapted?

Notes: _____

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