Resource Pack 35 - Project Initiation & Business Case Development **Process**

Project Identification & Pilot

Cluster Priority Initially identified within Cluster and pilot supported with local funding

Contractor Innovation Initially identified by contractor and piloted through core

/ enhanced funding

HB Priority Initially identified by HB team and piloted through nonrecurrent funding / budget / slippage

Assessment of Scope & Benefit

Benefit Identification

Early evaluation / assessment indicates that:

- There could be a benefit to offering service across Health Board There could be a spend to save benefit
- There could be a significant improvement in experience, safety and / or outcomes
- There could be a care closer to home shift of service

Approval for Development

SBAR to Primary Care Sub-Committee

Feedback to include:

- Support for development of business case or not
- Rationale or further information required where not supported
- Stakeholders to be consulted during business case development e.g. Executive Team, contractor group, patients etc
- ☐ Identification of Project Sponsor & Team

Business Case Development

Business Case Development

- Outcome of project to be clearly articulated
- Service change to be described
- Success criteria and baseline measures to be identified
- □ Cost of revenue and capital required
 □ Volume of service and impact across the Health Board to be identified and costed
- □ Clinical governance & safety issues to be identified
- ☐ Patient experience indicators & Equality Impact Assessment to be
- ☐ Impact of not delivering the service & exit strategy if BC not supported
- □ Strategic fit to be articulated strategic priorities

Approval & Sustainable Implementation

Business Planning, Performance and Assurance Committee

To consider Business Case and Equality Impact Assessment:

- Is there support for the service
- Can funding be identified to sustainably deliver the service change
- □ What are the implications of not supporting the service / costs

BC Not Approved/Funded

Implement exit strategy

BC Approved & Funded

Implement, monitor, review & feedback to PCSC