



Shared Decision Making Programme

In partnership with Capita Group Plc

PROJECT HIGHLIGHT REPORT

CCG Approval Committee/ CCG Board

27th August 2012

CONFIDENTIAL

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1 OVERVIEW & CURRENT STATUS

[Brief outline and overview of the current status of the implementation of SDM]

Max: 300 words

Text.

- Bullet

Project Status	Current Period	Previous Period	Comments
Overall Project Status	A	R	
Time	A	R	
Cost	G	G	
Scope	G	G	
Quality	G	G	
Benefit	G	G	
Risk	A	R	

2 IMPLEMENTATION UPDATE

2.1 WORK STREAMS

2.1.1 COORDINATION, LEADERSHIP AND STAKEHOLDER SUPPORT

[Brief update on any progress made over the last month with respect to this work stream]

Max: 100 words

Text.

- Bullet

Activity / Milestone	Planned Delivery Date	Actual Delivery Date
Coordination, Leadership and Stakeholder Support Milestone #1	20 th Feb	24 th February
Coordination, Leadership and Stakeholder Support Milestone #2
Coordination, Leadership and Stakeholder Support Milestone #3
...

2.1.2 ENGAGING PATIENTS AND CARERS

[Brief update on any progress made over the last month with respect to this work stream]

Max: 100 words

Text.

- Bullet

Activity / Milestone	Planned Delivery Date	Actual Delivery Date
Engaging Patients and Carers Milestone #1	20 th Feb	24 th February
Engaging Patients and Carers Milestone #2
Engaging Patients and Carers Milestone #3
...

2.1.3 ENGAGING STAFF

[Brief update on any progress made over the last month with respect to this work stream]

Max: 100 words

Text.

- Bullet

Activity / Milestone	Planned Delivery Date	Actual Delivery Date
Engaging Staff Milestone #1	20 th Feb	24 th February
Engaging Staff Milestone #2
Engaging Staff Milestone #3
...

2.1.4 RESOURCES

[Brief update on any progress made over the last month with respect to this work stream]

Max: 100 words

Text.

- Bullet

Activity / Milestone	Planned Delivery Date	Actual Delivery Date
Resources Milestone #1	20 th Feb	24 th February
Resources Milestone #2
Resources Milestone #3
...

2.1.5 SECURING AND SUSTAINING CHANGE

[Brief update on any progress made over the last month with respect to this work stream]

Max: 100 words

Text.

- Bullet

Activity / Milestone	Planned Delivery Date	Actual Delivery Date
Securing and Sustaining Change Milestone #1	20 th Feb	24 th February
Securing and Sustaining Change Milestone #2
Securing and Sustaining Change Milestone #3
...

2.1.6 EVALUATION

[Brief update on any progress made over the last month with respect to this work stream]

Max: 100 words

Text.

- Bullet

Activity / Milestone	Planned Delivery Date	Actual Delivery Date
Evaluation Milestone #1	20 th Feb	24 th February
Evaluation Milestone #2
Evaluation Milestone #3
...

3 KEY DELIVERABLES OVER NEXT MONTH

[In table below briefly (no more than 30 words each) describe and date the key activities/milestones to be achieved over the next month]

Text.

- Bullet

Activity / Milestone	Planned Delivery Date	Expected Delivery Date
Activity / Milestone #1	20 th Feb	24 th February
Activity / Milestone #1
Activity / Milestone #1
...

4 RISKS AND ISSUES

[Brief update on any risks and issues which need the special attention of the Board]

Max: 300 words

Text.

- Bullet



Shared
Decision Making
Programme

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