Indicative timeline for the advanced foundation trust assessment process

Approximately 3 months Approximately 1 month **Preparation period Assessment Process Approval** Trust submits application and **Trust informed by NHS** required submissions, including Key Board-to-board **England regional team of their** board self-certification and milestones meeting support for the trust to apply supporting memorandum Trust takes decision to apply with support from Submission of further information as Work with NHS England ICB and NHS England region. requested by NHS England. to resolve outstanding Trust prepares documentation required for Key trust personnel interviews with NHS issues from board-to-Trust assessment process. England. board meeting. · Board statements and supporting memorandum Submit management must be board approved letter of representation. • Review of existing available information (such as Review of trust submissions. Follow-up work following Provider Capability Assessment, medium-term Determine if and where further work is board-to-board meeting. plan, NHS Oversight Framework, staff survey, required and request further information as · Receipt of letter of CQC and third-party reports). assurance from CQC. necessary. May carry out board and committee observations. · Hold interviews with key trust personnel. Prepare documentation NHS · Early engagement with: Board and committee observations. for decision-making and **England** trust (to kick off process, agree review) Third party and stakeholder interviews. approval. logistics, submission requirements and set up · Drafting of documentation for attendees at the Formal decision on board-to-board meeting. key review meetings) whether to approve and relevant ICBs and commissioners · Internal challenge and calibration. communication of • CQC decision to trust.