RE-AIM PLANNING TOOL

The RE-AIM Planning Tool is intended as a series of "thought questions," which serve as a checklist, for key issues that should be considered when planning an intervention. The best way to use this section would be to think about the issues raised, their pertinence to your intervention(s) and to help you make any relevant changes before launching the intervention. The questions listed are generalized and meant as self-checks, so don't worry about not answering the ones that are not relevant to your unique program and situation.

PLANNING CHECKLIST

Questions to Improve REACH

1. Do you hope to reach all members of your target population? If yes, provide a number or estimate for your target population. If no (due to large size of the target population or budget constraints), provide the proportion of the target population that you want to reach ideally given constraints. _____

2. What is the breakdown of the demographics of your <u>target population</u> in terms of race/ethnicity, gender, age, and socioeconomic status?

3. How confident are you that your program will successfully attract all members of your target population regardless of age, race/ethnicity, gender, socioeconomic status and other important characteristics, such as health literacy?

<div align="center">

1   2   3   4   5   6   7   8   9   10

(where 1 = not at all confident, 5 = somewhat confident, and 10 = completely confident)

</div>

4. What are the barriers you foresee that will limit your ability to successfully reach your intended target population?

5. How do you hope to overcome these barriers?

6. Rate how confident you are that you can overcome these barriers?

<div align="center">

1   2   3   4   5   6   7   8   9   10

(where 1 = not at all confident, 5 = somewhat confident, and 10 = completely confident)

</div>

Questions to Improve EFFECTIVENESS

1. Would you categorize your intervention as evidence-based or a new innovation?

2. Why did you choose this intervention and its components?

3. What are the strengths of your intervention?

4. Have you come to agreement with key stakeholders about how you will define and measure "success"?

5. List the measurable objectives that you wish to achieve in order to accomplish your goal.

6. What are the potential unintended consequences that may result from this program?

7. Are you confident that your intervention will achieve effectiveness across different subgroups, including those most at risk and having the fewest resources? If no, what can be done to increase the changes of success for these groups?

8. Rate your confidence that this intervention will lead to your planned outcome?

1 2 3 4 5 6 7 8 9 10
(where 1 = not at all confident, 5 = somewhat confident, and 10 = completely confident)

Questions to Improve ADOPTION

1. What percent of other organizations such as yours will be willing and able to offer this program after you are done testing?

2. How confident are you that your program will be adopted by those settings and staff who provide services for people in your target population who have the greatest need?

1 2 3 4 5 6 7 8 9 10
(where 1 = not at all confident, 5 = somewhat confident, and 10 = completely confident)

3. What do you think will be the greatest barriers to other sites or organizations adopting this program? Do you have a system in place for overcoming these barriers?

4. What percent of your organization (e.g., departments, relevant staff, etc.) will be involved in supporting or delivering this program?

Questions to Improve IMPLEMENTATION

1. How confident are you that the program can be consistently delivered as intended?

1 2 3 4 5 6 7 8 9 10
(where 1 = not at all confident, 5 = somewhat confident, and 10 = completely confident)

2. How confident are you that the program can be delivered by staff representing a variety of positions, levels and expertise/experience of the organization?

1 2 3 4 5 6 7 8 9 10
(where 1 = not at all confident, 5 = somewhat confident, and 10 = completely confident)

3. Is your program flexible (while maintaining fidelity to the original design) to changes or corrections that may be required midcourse?

4. Do you have a system in place to document and track the progress of the program and effect of changes made during the course of the program?

5. What is the greatest threat to consistent implementation and how will you deal with it?

Questions to Improve MAINTENANCE (individual)

1. What evidence is available to suggest the intervention effects will be maintained six or more months after it is completed?

2. How confident are you that the program will produce lasting benefits for the participants?

1   2   3   4   5   6   7   8   9   10
(where 1 = not at all confident, 5 = somewhat confident, and 10 = completely confident)

3. What do you plan to do to support initial success and prevent or deal with relapse of participants?

4. What resources are available to provide long-term support to program participants?

Questions to Improve MAINTENANCE (community)

1. How confident are you that your program will be sustained in your setting a year after the grant is over and or a year after it has been implemented?

1   2   3   4   5   6   7   8   9   10
(where 1 = not at all confident, 5 = somewhat confident, and 10 = completely confident)

2. What do you see as the greatest challenges to the organizations continuing their support of the program?

3. What are your plans for intervention sustainability? Will additional funding be needed?

4. Do you have key stakeholder commitment to continue the program if it is successful?

5. How will the intervention be integrated into the regular practice of the delivery organization?