

## He Pikinga Waiora Implementation Framework: Checklist

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1. What's going on? (context and system). We need to have a good understanding of the nature of the problem and the current system including gaps.
  - What are the key issues?
  - What does the system addressing these issues look like?
  - What are the gaps in the current system?
  - How ready are we to address this problem?
  - Is there capacity and willingness to address this problem?
  - Do we have the community's view on what is going on?
  
2. Who will we work with? (stakeholders, partners, and end users) We want to make sure to include those who have influence and are affected by what happens.
  - People who will deliver the intervention
  - People who will fund it
  - People who will receive it
  - People who can create roadblocks
  - People who can make it sustainable
  - Do we have a good representation of these groups
  
3. How will we engage with each other? (process) We need to think about how we are going to work together.
  - Principles and values to guide your partnership
  - Assess whether we want to work together
  - Value the mātauranga (knowledge) of the local community
  - Shared decision making
  - Shared communication responsibilities
  - Mutual learning and listening
  - Agreements for sharing resources and responsibilities
  - How can we build trust and manage conflicts?
  - Reflect on how we are working and ensuring we are following our principles
  
4. What will we be doing? We need to think about the intervention and how we develop it.
  - What evidence is available on what works and what doesn't?
  - How can we make what is available fit with cultural values, perspectives, and local knowledge?
  - Make sure the community is involved in the design, implementation and evaluation (those who will receive or deliver the intervention)
  - Take a systems view in the design (multiple perspectives, multiple levels, and understanding boundaries and constraints)

5. How can we evaluate and reflect on what we are doing? (outcomes, evaluation and reflection). We need to think about what we want to accomplish and evaluate its impact and how we did it. Then, we need to reflect on how we did it and what we learnt going forward.

- What are the key outcomes, thinking holistically?
- Implementation and process evaluation
- Have we improved equity (or at least not made it worse)
- Reflect on what happened and use as learning for next steps