Care Planning Workshop

“Back in Time”
(Breakout 1)
Projects– do differently

- **Project Complexity / scope of project / not realistic**
  - Keep simple and smaller

- **Project Officer positions**
  - project officer as the clinician can be difficult
  - Not part of submission (+++)
  - Recruitment issues
  - Factor in professional development ($ & time)
Projects – do differently

• **Supervision**
  - Provide appropriate support to project officers

• **Project plan**
  - Priority and completed ASAP

• **Ethics Application**
  - time delay
  - Workshopping at beginning of project

• **Steering committee**
  - Smaller numbers, pick them!
Projects – do differently

- **Evaluation**
  - Outsource evaluation
  - Evaluation plan early on

- **Organisational issues**
  - Merging health services or organisations

- **Financial advice and support**

- **Budgets**
  - Factor in project management time / costs
  - Report writing and journals
Projects – do differently

- **Evaluation**
  - Outsource evaluation
  - Evaluation plan early on

- **Organisational issues**
  - Merging health services or organisations

- **Financial advice and support**
Projects - do same

• Infrastructure / stakeholders
  - Some had a good reference group

• Mentorship
  - Esp new project officer
Programs – do differently

- **Tender Process**
  - Suggest possibly changing the tender process
  - Time of the tender advertised, at Christmas time!
  - Selection process and lessons for DoHA
  - More information / prompts (project management & evaluation)

- **Projects selected**
  - Some duplication
  - Lost opportunities to build on each others projects

- **Funding**
  - Staged for application, development & implementation
  - More lead time to develop proposals and engage stakeholders
Programs – do differently

• **Workshops**
  - before the programs start / earlier
  - Workshop 1 – how to - sessions on financial issues, project management, develop mentorship
  - Fourth workshop?

• **Evaluation**
  - Suggest a template for the evaluation of the project in the proposal
  - Elements of the evaluation included in tender document
  - Evaluation plan needed to be done first
  - Guidance on evaluation tools

• **Reporting templates**
  - Double reporting
Programs - do same

- **Communication**
  - Sharing the information using the list server

- **NET Team**
  - Support has been great – esp those isolated
  - Having a nominated NET person
  - Connected projects to broader programs

- **National workshops**

- **State forums**
  - Esp face-to-face

- **Program managers (DoHA)**
  - Flexible

- **Reporting templates**
  - User friendly