**GAP ANALYSIS**
What is needed to build out all three tiers of the program; what needs to be created from scratch that’s not already there?

**COMMUNICATION PLAN**
Determine multi-tiered plan to communicate awareness of program and culture change to leadership, general workforce, and managers/supervisors, as well as to internal and external partners.

**FIRST TRAIN-THE-TRAINER**
Identify participants, seeking wide representation of departments, disciplines, service-lines, shifts, etc. (including both clinical and non-clinical).

**IT INFRASTRUCTURE**
Establish necessary IT support (e.g. intranet, public internet page, electronic tools for tracking and monitoring, feedback loop, referral resource links).

**GROW MORE TRAINEES/PEERS**
Establish a consistent facility-based communication and training plan, recruitment strategy, and crowdsourcing mechanism.

**GROW RESOURCES**
Ensure equity and accessibility of internal and external resources, utilize feedback to fill gaps as they emerge, expand anonymous outside supports and internal expedited referrals.

**IDENTIFY RISK AREAS**
Where do you anticipate the program will have the greatest impact and/or easiest deployment? (e.g. ED, ICU, L&D) Identify crucial conversations.

**GOVERNANCE STRUCTURE**
Who should be on your steering committee? Executive sponsor? H3 leads?

**INVENTORY RESOURCES**
Which disciplines and departments have the human capital to support the program? What internal supports do you have for referrals?

**BUILD A COALITION**
Who are your innovators who can help you implement? Cast a broad net to include champions across disciplines, departments, etc.

**BUILD PLATFORM**
Build platform to activate and engage; what info do you need to gather to build the business case and attain executive buy-in?

**GAP ANALYSIS**
What is needed to build out all three tiers of the program; what needs to be created from scratch that’s not already there?

**SUSTAINABILITY PLAN**
Establish goals for all departments, disciplines, shifts, etc.

**SUPPORT THE SUPPORTERS**
Refresher courses, supervision groups, wellness events, recognition and celebration.

**QUALITY IMPROVEMENT PLAN**
Collect and utilize data to grow and improve the program. Leverage data to identify trends of risks, clinical outcomes, etc. to enable proactive address.

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