Final option proposal evaluation criteria

Evaluator name:		**Date of evaluation:**	
Option name:			
What is the proposed option? (Please describe below):			
Information on scoring: Please note that each question one to seven carries a maximum of 14.29 points that will be split equally between each sub criteria. This means that there is no weighting, but there are three questions (question 1d on safety and question 6b and 6c on financial affordability and sustainability) that will require a minimum score of two.			
Section 1: Quality criteria			
Question 1a How does this option deliver effectiveness? Effectiveness means that people's care, treatment and support achieves good outcomes, promotes a good quality of life and is based on the best available evidence.			
Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers-it will allow you to highlight important areas.			

Evaluation considerations	**Evaluator score 0,1,2,3,4**		**Evaluator commentary:** Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Will this option lead to people receiving equal or better quality care/outcomes of care in line with national standards and local or best practice? • Will this option result in more effective prevention? • Will this option reduce health inequalities? • Will this option account for future changes in the population size and demographics? • Will this option use technology and equipment to enhance the delivery of effective care and treatment and to support people's independence? • Will this option provide consistent, coordinated, person-centred care and support when they use, or move between different services?	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		
	4 - Exceptional evidence		

Question 1b How does this option deliver improved experience?			
Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers-it will allow you to highlight important areas.			

Evaluation considerations	**Evaluator score 0,1,2,3,4**		**Evaluator commentary:** Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Will this option improve continuity of care for individuals (e.g. an individual only needs to tell their story once)? • Will this option enable greater opportunity to link with voluntary/community sector health and wellbeing services? • Will this option provide care closer to home? • Will this option improve personalised care? • Will this option promote self-management?	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		
	4 - Exceptional evidence		

Question 1c How does this option deliver responsive services that address individual and population need?			
Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers-it will allow you to highlight important areas.			

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Evaluation considerations	Evaluator score 0,1,2,3,4		Evaluator commentary: Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Will this option meet an identified need for the area? • Will this option go some way/all the way to meet an agreed gap in need? • Will the option reflect the needs of the population? • Will the option ensure flexibility, choice and continuity of care? • Will the option promote personalisation and a holistic response to care and support?	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		
	4 - Exceptional evidence		

Question 1d **How does this option deliver safe care?** Please note that this is an essential criteria and a minimum score is required.
Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers-it will allow you to highlight important areas.

Evaluation considerations	Evaluator score 0,1,2,3,4		Evaluator commentary: Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Will this option protect people from abuse and avoidable harm? (Question 5b will cover environmental safety) • Will this option protect people from breaches of their dignity and respect? • Consider both the safety of staff as well as people receiving/interacting with services.	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		
	4 - Exceptional evidence		

Section 2: Access criteria
Question 2a How does this option improve patient choice?
Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers-it will allow you to highlight important areas.

Evaluation considerations	Evaluator score 0,1,2,3,4		Evaluator commentary: Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Will this option increase choice for people? • Will this option make it easier for people to understand which services they can access when and where?	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		
	4 - Exceptional evidence		

Question 2b How does this option improve an individual's distance, cost and time required to access services?
Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers-it will allow you to highlight important areas.

Evaluation considerations	Evaluator score 0,1,2,3,4		Evaluator commentary: Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Will this option increase/reduce travel time and/or cost for? • Will this option involve people travelling more/less frequently or change the number of journeys to access intervention? • Will this option reduce/increase peoples' waiting time to access services? • Will this option support the use of new technology to improve access?	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		
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Question 2c How does this option improve equity of access?			
Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers-it will allow you to highlight important areas.			
Evaluation considerations	**Evaluator score 0,1,2,3,4**		**Evaluator commentary:** Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Will this option promote equity of access regardless of individual circumstances? • Will this option promote equity of provision and access? • Will this option support equal access for equal clinical need? • Will the option have any impact on services in other areas? • Will this option ensure people with protected characteristics (age, disability, gender reassignment, marriage and civil partnership, pregnancy/maternity, race, religion/belief, sex, sexual orientation) are not disadvantaged/discriminated against?	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		
	4 - Exceptional evidence		

Question 2d How does this option provide extended access?			
Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers-it will allow you to highlight important areas.			
Evaluation considerations	**Evaluator score 0,1,2,3,4**		**Evaluator commentary:** Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Will the option provide extended opening hours? • Will this option support care to be delivered seven days a week?	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		
	4 - Exceptional evidence		

Question 2e How does this option promote equity of provision?			
Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers-it will allow you to highlight important areas.			
Evaluation considerations	**Evaluator score 0,1,2,3,4**		**Evaluator commentary:** Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Will people with the same health care needs get the same provision of service? • Will this option ensure people with protected characteristics (age, disability, gender reassignment, marriage and civil partnership, pregnancy/maternity, race, religion/belief, sex, sexual orientation) are not disadvantaged/discriminated against?	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		
	4 - Exceptional evidence		
Section 3: Workforce criteria			
Question 3a How will this option address the challenges of the impact on workforce supply?			
Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers-it will allow you to highlight important areas.			

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Evaluation considerations	**Evaluator score 0,1,2,3,4**		**Evaluator commentary:** Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Will this option improve the recruitment of permanent staff with the right skills, values and competencies? • Has any consideration been given to where the supply of workforce will be recruited from? • Will this option recruit local workforce? • Will there be any adverse impact on existing services/recruitment? • Is there a recruitment strategy or plan? • Is the staff travel, relocation or retraining required for this option acceptable?	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		
	4 - Exceptional evidence		
Question 3b How will this option address the challenges of workforce upskilling?			
Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers-it will allow you to highlight important areas.			
Evaluation considerations	**Evaluator score 0,1,2,3,4**		**Evaluator commentary:** Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Will this option link into local education and training to promote local long term workforce? • If this option utilises volunteers will they be trained and supported for the role they undertake? • Is it possible to develop the skills base required in an acceptable time frame?	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		
	4 - Exceptional evidence		
Question 3c How will this option promote use of new ways of working and use of new roles?			
Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers-it will allow you to highlight important areas.			
Evaluation considerations	**Evaluator score 0,1,2,3,4**		**Evaluator commentary:** Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Will this option provide adequate staffing levels and skill mix? • Will this option consider and build on existing community resources such as the voluntary and independent sector? • Has this option considered new roles e.g. nursing associates? • Will this option increase multi-disciplinary/cross-organisational working and therefore promote integration?	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		
	4 - Exceptional evidence		
Section 4: Deliverability criteria			
Question 4a How easy will this option be to deliver to an agreed timeframe?			
Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers-it will allow you to highlight important areas.			
Evaluation considerations	**Evaluator score 0,1,2,3,4**		**Evaluator commentary:** Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Will this option rely on other models of care/provision being put in place and if so, are these deliverable within the necessary timeframe? • Will the wider system be able to deliver on this change including the community and voluntary sector?	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		

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• Can the additional capacity requirements be delivered? Will it destabilize any other providers in a way that cannot be managed (e.g. cost, safety)? • It is viable within the capacity and capability of the workforce and facilities available?	4 - Exceptional evidence		

Question 4b How does this option contribute to the sustainability of our health and care system?
Sustainability means whether the service or option being proposed can continue and maintain its proposed level of delivery over time? It also necessitates the improvement of individual outcomes with reduced cost of achieving them (considering financial, social and environmental return on investment). It includes adapting how we deliver services, health promotion, more prevention and developing more sustainable models of care.

Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers-it will allow you to highlight important areas.

Evaluation considerations	**Evaluator score 0,1,2,3,4**		**Evaluator commentary:** Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Will this option improve health outcomes for the local population so people are more independent and less reliant on healthcare? • Will this option support avoidance of admission/readmission to hospital? • Will the option have sufficient flexibility to respond to future health and care needs? • Will the option maximise use of technology where appropriate? • Will the option promote out of hospital and community based care? • Will the option work with primary care and community services to protect, promote and improve the health of the local population • Will this option support the local economy and development of healthy communities?	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		
	4 - Exceptional evidence		

Section 5: Environmental criteria

Question 5a How does the option contribute to climate management? Climate management is an approach to climate-sensitive decision making. The approach seeks to promote sustainable development by reducing the vulnerability associated with climate risk. This involves strategies aimed at maximising positive and minimising negative outcomes for communities. Climate change could negatively impact the physical and mental health and wellbeing of the UK population. The health and care system needs to be prepared for different volumes and patterns of demand. Climate change could impact the operational delivery of the health and care system. The system infrastructure (e.g. buildings, communications, emergency service vehicles, models of care) and supply chain (e.g. fuel, food and care supplies) need to be prepared for and resilient to weather events and other crises.

Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers - it will allow you to highlight important areas.

Evaluation considerations	**Evaluator score 0,1,2,3,4**		**Evaluator commentary:** Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Does the option provide flexibility in terms of responding to more extreme weather? • Will the option sufficiently reduce carbon emissions through energy? • Will the option support the move towards a carbon neutral environment? • If the option includes buildings based services, are they used efficiently (i.e. heating/insulation, optimal/maximum utilisation)?	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		
	4 - Exceptional evidence		

Question 5b How does this option improve the environment for individuals to be cared and supported in?

Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers - it will allow you to highlight important areas.

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Evaluation considerations	Evaluator score 0,1,2,3,4		Evaluator commentary: Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Will this option improve the quality of environment in which care is provided? • Will this option deliver services that are in a safe environment? (for staff and people accessing them) • If the option includes buildings based provision, is there adequate parking for people accessing the services and staff? • Will this option consider the benefits of the outdoor space and the broader environment? • If the option includes buildings based provision, does the design, maintenance and use of facilities and premises keep people safe? • If the option includes buildings based provision, are the facilities available sufficient to deliver the level of care required?	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		
	4 - Exceptional evidence		

Section 6: Financial criteria

Question 6a How does the option provide value for money?
This includes both the effectiveness and efficiency of the option proposed.

Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers - it will allow you to highlight important areas.

Evaluation considerations	Evaluator score 0,1,2,3,4		Evaluator commentary: Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Will this option provide value for money (consider effectiveness, efficiency, wider benefit to the community etc.)? • Will this option support sufficient numbers of people for the funding requirements? • Will this option support the local economy? • Will this option work in partnership with other providers such as the voluntary sector?	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		
	4 - Exceptional evidence		

Question 6b How affordable is this option?
The term affordability covers both 'capital' funds (usually one off 'start-up' funds to buy land, equipment and buildings) and revenue funds (the ongoing funds required to deliver services e.g. staff and running costs). Capital costs usually have a degree of ongoing revenue costs attached to them. Please note that this is an essential criteria and a minimum score is required.

Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers - it will allow you to highlight important areas.

Evaluation considerations	Evaluator score 0,1,2,3,4		Evaluator commentary: Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Will this option require capital (one off investment e.g. for buildings, equipment) from one or more partners in the system? • Will this option require ongoing investment/revenue funding from one or more organisations in the system? • Can this option be funded within existing resources i.e. is this option deliverable without any additional cost impact to the wider healthcare system?	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		
	4 - Exceptional evidence		

Question 6c Does this option provide evidence for being financially sustainable?
This requires the option to be affordable over a period of time rather than just for one - two years.
Please note that this is an essential criteria and a minimum score is required.

Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers - it will allow you to highlight important areas.

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Evaluation considerations	Evaluator score 0,1,2,3,4		Evaluator commentary: Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Does this option have a funding plan that will sustain long term funding (i.e. beyond three years)? • If this option requires capital funding has the associated revenue funding also been identified?	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		
	4 - Exceptional evidence		
Section 7: Wider impact			
Question 7a What potential impact (positive and negative) could the option have on the wider health and care system?			
Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers - it will allow you to highlight important areas.			
Evaluation considerations	**Evaluator score 0,1,2,3,4**		**Evaluator commentary:** Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Will the option support system benefits such as workforce recruitment and improving choice and health outcomes? • Will this option promote fair/proportionate allocation of funds against need? • Are there any consequences to the wider health and care system if this option has investment requirements? • Will this option have a positive impact on reducing delayed transfers of care and reducing avoidable admissions?	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		
	4 - Exceptional evidence		
Question 7b What potential impact (positive and negative) could the option have on the community?			
Please refer to the prompt questions below that the evaluators will be using to aid them to score your answers - it will allow you to highlight important areas.			
Evaluation considerations	**Evaluator score 0,1,2,3,4**		**Evaluator commentary:** Each score must have a clear statement to explain why it was awarded e.g. score of x is awarded because….
• Will the option support community benefits such as providing local employment and building resilience of services? • Will this option have any impact on supporting thriving communities and providing for example a hub for co-location of health and care services?	0 - No evidence		
	1 - Limited evidence		
	2 - Adequate evidence		
	3 - Good evidence		
	4 - Exceptional evidence		