



## Assessing Your Readiness Worksheet

### *Show Me Am I Ready Scale*

The *Show Me Am I Ready Scale* is designed to help you and your partners decide if you are ready to develop and implement an intervention. You may use this worksheet to assess if your partnership is ready to begin or if there are areas you need to work on first. For each of the numbered items, circle the most appropriate response for each item (“Good,” “Fair,” or “Poor”). To determine the most appropriate responses, please consider the supporting questions for each item. For example:

- For a “Good” response: You and your partners should have considered most of the supporting questions and have taken some action to address them.
- For a “Fair” response: You and your partners may have considered some of the supporting questions and have brainstormed ways to work on them.
- For a “Poor” response: You and your partners may have not considered most of the issues and still have some work to do before you can answer the questions.

**Once you have determined your answers, enter your responses online in the [CHIR Show Me Am I Ready page](#) to receive your readiness score!**

1. The level of support we have from those who will be affected by the intervention is...	Good	Fair	Poor
<i>Before you answer, have you and your partners considered or addressed the following?</i>			
• Who is the priority population that will be affected?			
• Have we talked with representatives of the priority population about the need to plan and implement an intervention to address the health issue of concern?			
• Was there support expressed for planning and implementing an intervention?			
• Were any barriers expressed about moving forward with an intervention?			



2. The level of political support we have from key-decision makers is...	Good	Fair	Poor
<i>Before you answer, have you and your partners considered or addressed the following?</i>			
<ul style="list-style-type: none"> <li>Who are the key decision-makers (e.g., organization administrators, legislators, or advocacy groups?)</li> </ul>			
<ul style="list-style-type: none"> <li>Have we talked with these individuals about the need to plan and implement an intervention and asked their opinions on working with the priority population?</li> </ul>			
<ul style="list-style-type: none"> <li>Have we received buy-in from these key decision-makers that shows that they will support your work?</li> </ul>			
<ul style="list-style-type: none"> <li>Have we considered ways to involve key decision-makers in the planning and implementation processes?</li> </ul>			
3. The extent to which we've engaged partners-individuals or organizations-to assist us in the planning and implementing the intervention is...	Good	Fair	Poor
<i>Before you answer, have you and your partners considered or addressed the following?</i>			
<ul style="list-style-type: none"> <li>Who are the partners we've identified to assist and support planning and implementing an intervention?</li> </ul>			
<ul style="list-style-type: none"> <li>Are individuals or groups with public health experience and other important fields of expertise engaged as partners (e.g., in public policy, education, or social services)?</li> </ul>			
<ul style="list-style-type: none"> <li>Are individuals who will be affected by the intervention engaged as partners to help you plan the intervention?</li> </ul>			
<ul style="list-style-type: none"> <li>Have we thought about how partners will participate in shared decision making?</li> </ul>			



4. The level of administrative support we have from our organizations is...	Good	Fair	Poor
<i>Before you answer, have you and your partners considered or addressed the following?</i>			
<ul style="list-style-type: none"> <li>Who are the key decision-makers and administrators for our organizations? Are they aware of our plans and do they support them, including the time we will spend on the project?</li> </ul>			
<ul style="list-style-type: none"> <li>Have we identified the resources needed from our organizations and received approval for them?</li> </ul>			
<ul style="list-style-type: none"> <li>Have we identified other organizations that will support our work and potentially contribute resources?</li> </ul>			
<ul style="list-style-type: none"> <li>Have we received positive responses and encouragement from our administrators to pursue planning an intervention?</li> </ul>			
5. The amount of funding we have for planning and implementing the intervention is...	Good	Fair	Poor
<i>Before you answer, have you and your partners considered or addressed the following?</i>			
<ul style="list-style-type: none"> <li>What funding do we have for planning an intervention?</li> </ul>			
<ul style="list-style-type: none"> <li>To implement and evaluate an intervention?</li> </ul>			
<ul style="list-style-type: none"> <li>Have we identified and/or applied for funding from other sources?</li> </ul>			



<b>6. The number of people we have to work on the intervention is...</b>	<b>Good</b>	<b>Fair</b>	<b>Poor</b>
<i>Before you answer, have you and your partners considered or addressed the following?</i>			
<ul style="list-style-type: none"> <li>• How many individuals do we have to plan and implement the intervention?</li> </ul>			
<ul style="list-style-type: none"> <li>• How much time can each individual spend? Will this change over time?</li> </ul>			
<ul style="list-style-type: none"> <li>• Have we have defined roles and duties for individuals?</li> </ul>			
<ul style="list-style-type: none"> <li>• Do we need individuals with special skills or expertise?</li> </ul>			
<b>7. The resources we have readily available to plan and implement the intervention are...</b>	<b>Good</b>	<b>Fair</b>	<b>Poor</b>
<i>Before you answer, have you and your partners considered or addressed the following?</i>			
<ul style="list-style-type: none"> <li>• What are our space and equipment needs?</li> </ul>			
<ul style="list-style-type: none"> <li>• What are our technology needs?</li> </ul>			
<ul style="list-style-type: none"> <li>• Where can we find resources we might need out in the community?</li> </ul>			
<b>8. Our team's level of skills and expertise to plan and implement the intervention is...</b>	<b>Good</b>	<b>Fair</b>	<b>Poor</b>
<i>Before you answer, have you and your partners considered or addressed the following?</i>			
<ul style="list-style-type: none"> <li>• What are the skills and expertise of our team?</li> </ul>			
<ul style="list-style-type: none"> <li>• What training needs do our members have?</li> </ul>			
<ul style="list-style-type: none"> <li>• What are our technical assistance needs?</li> </ul>			
<ul style="list-style-type: none"> <li>• Will we need to bring in other outside help (e.g., consultants or contractors)</li> </ul>			



9. The strength of our team's leadership is...	Good	Fair	Poor
<i>Before you answer, have you and your partners considered or addressed the following?</i>			
• Who are the leaders of our team?			
• Do the leaders motivate and support the team?			
• Do we have shared leadership? How do we define leadership roles?			
• Does our team respond favorably to the leaders?			
10. Our ability to work together as a team is...	Good	Fair	Poor
<i>Before you answer, have you and your partners considered or addressed the following?</i>			
• Does our team communicate effectively?			
• Do team members trust one another and work well together?			
• Is our team organized and efficient?			
• Does our team speak with a unified voice?			
• What steps have we taken to incorporate team members in intervention process and activities?			
• Do all of our team members actively contribute?			

See [CHIR Show Me Am I Ready page](#) to evaluate your score.