

## **Cancer Service Networks National Demonstration Program**

### **(CanNET) Evaluation Tool**

#### *Sustainability, capacity building and generalisability tool*

#### **Introduction and instructions for use**

##### **Purpose**

This tool has been developed to assess factors associated with your projects sustainability and generalisability, and the extent to which it builds (or plans to build) capacity in the community and in cancer care services and systems. It is expected to contribute to the national evaluation in two ways:

1. The tool highlights issues which, if projects choose to address them through appropriate strategies and activities, are likely to enhance sustainability, capacity building and generalisability.
2. The tool enables us to collect data and answer questions about impacts of the projects. When aggregated, these data can inform us about program impacts and outcomes.

##### **Definitions**

Sustainability - how likely is it that project impacts will continue beyond the life of the program?

Capacity building - does the project develop skills and knowledge in cancer care services and systems?

Generalisability - can project methods and findings be applied elsewhere in the cancer control sector?

##### **How will the tool be used?**

CanNET project teams will be asked to complete the sustainability, capacity building and generalisability tool twice during the CanNET program - once in early 2008, and again in early 2009. Clinical Leaders and/or Steering Committee chairs, and a sample of health care providers from within the network will also be asked to complete this tool twice during the CanNET program.

The questionnaire consists of 38 statements arranged in 5 sections. Please read all statements and respond by selecting a point on the rating scale that best reflects your networks position. Use the comments sections on the right of each statement to clarify or expand your positions.

It will take between 20 - 30 minutes to complete. All responses will remain anonymous.

There are no right or wrong answers to the questions. It is very important to rate your project **as it is now**, and not how you want it to be at some point in the future. It is likely that at the beginning of the project there may be a greater proportion of lower scores or answers of "don't know" than there will be at the end point of the project.

A copy of the completed tool/s may be used later to stimulate discussion with governing bodies about additional strategies and actions that may reasonably and realistically be taken to enhance sustainability, capacity building and generalisability.

##### **How was the tool developed?**

The first three sections (project characteristics, staffing issues and organisational factors relating to sustainability) were adapted from a Sustainability Model developed by the NHS Institute for Innovation and Improvement<sup>1</sup>.

The remaining sections were developed at the Centre for Health Service Development (CHSD) and have been used in previous evaluation projects. Section four (relationships with partner agencies) is built on the assumption that a key success factor in maintaining any gains or innovations implemented during a project is the strength of networks and partnerships built with stakeholders. Questions in section five (capacity building issues) are an extension of the sustainability questions and refer to skills and knowledge gained, or support for ongoing changes within a system, resulting from a project. Section six (generalisability) captures information about broader impacts of projects, beyond their immediate local service area or target group, and whether evaluation findings can be applied to other settings and circumstances.

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<sup>1</sup> Maher L, Gustafson D and Evans A (2006) NHS Sustainability Model [Available online]:  
[http://www.institute.nhs.uk/NR/ronlyres/9E4B7EA0-C338-4F35-9FE4-D797C704B986/0/ST\\_SECTION01.pdf](http://www.institute.nhs.uk/NR/ronlyres/9E4B7EA0-C338-4F35-9FE4-D797C704B986/0/ST_SECTION01.pdf)

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<b>CanNET project details</b>	Date:
	Project: <input type="checkbox"/> CanNET NSW <input type="checkbox"/> CanNET NT <input type="checkbox"/> CanNET SA <input type="checkbox"/> CanNET WA <input type="checkbox"/> CanNET Tasmania <input type="checkbox"/> CanNET Victoria <input type="checkbox"/> CanNET Queensland
	Your position: <input type="checkbox"/> CanNET project team member <input type="checkbox"/> Clinical Leader <input type="checkbox"/> Steering Committee (or Governing body) chair or member <input type="checkbox"/> Health care provider

**What is your goal after the CanNET funding ends (please select one only)?**

- CanNET will be over and its impact will end soon after
  CanNET will be over but it will keep having an impact
  By the time the funding ends, we will have found other ways to keep the cancer network going

*Please tick the box that best represents your view as it is now*

No	Statement	Strongly agree	Agree	Disagree	Strongly disagree	Don't know	Not applicable	Comments
<b>Section I: Characteristics of the CanNET likely to enhance its sustainability</b>								
1	CanNET will improve the efficiency of cancer care services							
2	Staff will notice a positive difference in their working lives as a result of CanNET							
3	Benefits of CanNET are immediately obvious							
4	Stakeholders are aware of the benefits of CanNET							
5	The new processes introduced by CanNET do not rely on a single individual or group, technology or funding source to continue							
6	There is a system in place to monitor progress and initiate action as a result of feedback							
<b>Section II: Issues affecting staff (not the CanNET project team), who are involved in implementing changes introduced by CanNET</b>								
7	Staff have been involved from the beginning of CanNET, and their ideas influenced the change process							
8	Staff have been adequately trained to implement and sustain the new processes introduced by CanNET							

**CanNET is a Cancer Australia initiative, funded by the Australian Government**

No	Statement	Strongly agree	Agree	Disagree	Strongly disagree	Don't know	Not applicable	Comments
9	Staff believe the new processes introduced by CanNET are a better way of doing things							
10	There is someone in authority or senior management, other than the project manager, who is an advocate for CanNET with staff							
11	Clinical leaders have been involved in CanNET and will promote it to staff							
12	Systems are in place to ensure staff can share information with, and seek advice from, managers and clinical leaders							
<b>Section III: Organisational factors which affect how long CanNET lasts</b>								
13	The host organisation/s has a history of successfully sustaining improvement							
14	The goals of CanNET are consistent with the host organisations/s strategic aims							
15	Staffing levels are adequate to enable the new processes introduced by CanNET to be sustained							
16	Facilities and equipment are available to support CanNET							
17	Policies and procedures have been developed to support CanNET							
18	Systems are in place to ensure the project team can communicate with stakeholders							
<b>Section IV: Relationships with partner agencies</b>								
19	CanNET has improved communication among participating agencies							
20	CanNET has positively changed relationships among participating agencies							
21	CanNET has resulted in a more streamlined and coordinated service for cancer care clients							
22	The costs of the changes implemented by CanNET are greater than the benefits							
23	Protocols and tools developed as part of CanNET will be adopted for routine use after it is over							
24	CanNET has demonstrated that relationships among agencies at the local level can be changed by the use of formal policies and protocols							
25	Projects such as CanNET help to strengthen relationships among agencies							
26	Projects such as CanNET provide important local lessons in how to do things better							

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No	Statement	Strongly agree	Agree	Disagree	Strongly disagree	Don't know	Not applicable	Comments
<b>Section V: Factors within the organisation's setting that relate to capacity building</b>								
27	CanNET has been able to establish agreed policies or procedures with other organisations regarding the provision of cancer care services							
28	CanNET has generated and supported local skills to direct, provide, lead or otherwise contribute to the provision of cancer care services							
29	More organisational resources have been directed to the area of cancer care services in this community as a result of CanNET							
30	CanNET has involved formal and/or informal training of people whose skills and interests will be retained in the project or its immediate environment							
31	CanNET was designed to enable people not directly involved in the project to develop capacity (skills and/or knowledge) to provide cancer care							
<b>Section VI: The generalisability of the CanNET project</b>								
32	CanNET has been designed specifically to meet our own local needs							
33	Other regions/services/organisations will learn useful lessons/information from CanNET							
34	It is reasonable to expect that our outcomes could be replicated elsewhere							
35	The success of CanNET depends on how flexibly it can be implemented according to local circumstances							
36	We already have a strategy in place to ensure that our experience and findings are shared with other people who want to develop and improve cancer care services							
37	By the time CanNET ends, we will have a strategy in place to ensure that our experience and findings are shared with other people who want to develop and improve cancer care services							
38	Projects such as CanNET provide important lessons for other regions in how to do things better							