

# 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 stakeho*

# 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