

Appendix SI. Template for an implementation plan.

Authors:				
Organization:				
Date:				
Introduction				
<i>Describe the background of the implementation project and aims of the project.</i>				
Principal objectives Describe the explicit aims	Subject Who [the occupational group] should change their clinical practices?	Expected change in practice Describe the desired way of doing this	Barriers to change Describe the barriers (and facilitators) to change	How to put the change into practice Describe the possible implementation interventions to facilitate change
<i>Chosen implementation interventions, responsibilities and timetable</i>				
Implementation intervention		Responsible person		Planned timetable
<i>Evaluation</i>				
Aim			Indicator	

This template can be used when planning an implementation project. In the plan describe the principle objectives for change. In addition, describe for each aim who should change practice and what is the desired way of practice. Identify the barriers to change the practices. Based on these steps define the interventions that could overcome the barriers and drive the desired change. It is important that all relevant professionals are involved in the planning. It is also important to decide concrete responsibilities and plan the timetable for the interventions. To evaluate the success of the project, define indicators for change.