

Proposals for Change
Scrutiny Board - Health Services Development Group

Name of scheme/ project

Date:

SECTION A: THE PROPOSAL

1	<i>Detail the proposed level of service change: Substantial; Significant; Minor Change; Ongoing development (colour code accordingly)</i>
2	Summary
	<i>Single paragraph to summarise the proposals.</i>
3	Details and purpose of proposed changes
	Background <i>Briefly detail any background to the proposals.</i>
	The Proposal <i>Expand on the summary provided in section 2.</i>
	Contingency Plans <i>Detail any proposed contingencies during implementation (e.g. phased implementation; dual provision during shift to a new service model etc.).</i>

SECTION B: KEY QUESTIONS

1	What is the current level of service usage/ demand?
2	What planning assumptions have been used to predict future service usage/ demand?
3	What are the financial implications of the proposals?
4	What are the intended benefits of the proposal?
5	What is the clinical evidence on which the proposals are based?

6	What other considerations have been taken into account when developing the proposals?
7	What are the health and equality impacts associated with the proposal? If appropriate, how will these be addressed and/or mitigated?
8	How will the proposals improve and contribute to joint working / service integration?
9	How will the proposals impact on the workforce? What are the implications?
10	What (if any) will be the impact on other partners within the local health system?
11	How will the proposals impact on service user access and choice?

12	How have services users, local people and groups been kept informed and involved in developing the proposal?
13	How will services users, local people and groups remain engaged in the development of the proposal?
14	What (if any) relevant evidence/ intelligence is held by HealthWatch Leeds in relation to these proposals?
	<i>To be provided by HealthWatch Leeds</i>
15	What are the timescales for any public consultation and when does the Scrutiny Board need to formally respond to the proposals?
16	What (if any) additional relevant information do NHS commissioners and/or providers wish to draw to the attention of the Scrutiny Board?