

Hexagon Readiness Tool

What is the Hexagon Readiness Tool, and how will it help you?

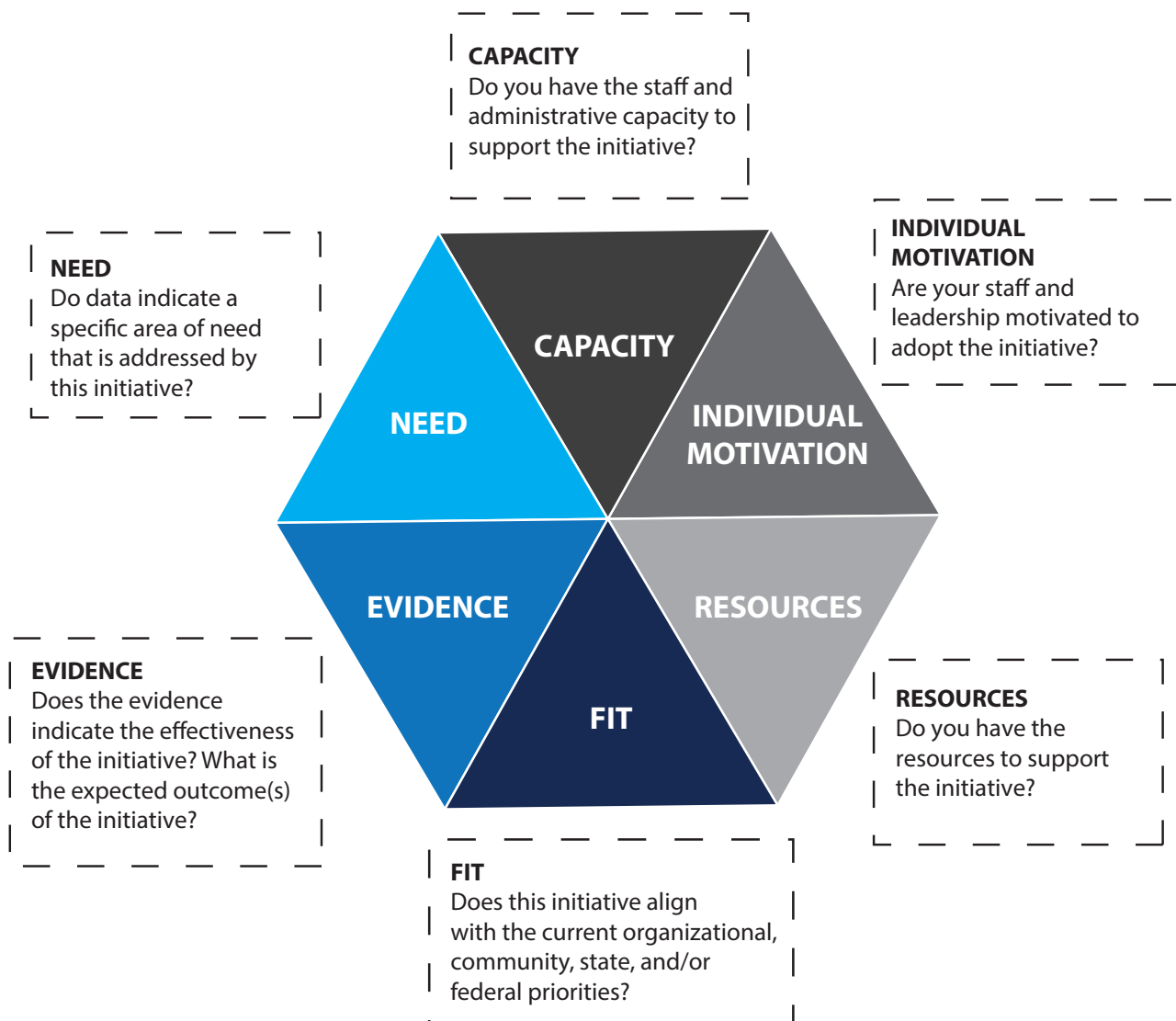
The Hexagon Readiness Tool engages stakeholders in determining how well a potential initiative addresses a problem and how prepared an organization is to implement the initiative. The tool also helps foster stakeholder buy-in and support for putting a new initiative in place.

This Hexagon Readiness Tool will help:

- Assess the appropriateness of an initiative based on need, the evidence of its effectiveness, and how the initiative aligns with an organization's values, mission, and other mandates
- Assess the readiness to put an initiative in place based on an organization's capacity, resources, staff and leadership motivation
- Build stakeholder engagement, decision making, and strategic planning skills

How to use this tool: *(refer to worksheets on pages 3-7)*

1. As a team, review key factors in the Hexagon Readiness Tool graphic below.



- 2. Gather background information.** Assign team members to gather background information for the six key factors using the [Hexagon Readiness Tool Guiding Questions Worksheet](#).

Example: A Title X grantee wants to start Screening, Brief Intervention, and Referral to Treatment (SBIRT) at one of the service sites. A team member was assigned to gather background information to establish the need for SBIRT. The team member reviewed disaggregated data in the electronic health record system and data from an affiliated hospital to assess the burden of substance use in their community. Another team member was assigned to gather background information to assess the fit of SBIRT with the existing organizational priorities. The team member reviewed OPA priorities and the organization's policies and strategic plans to assess alignment with the SBIRT.

- 3. Identify relevant stakeholders to participate in your readiness assessment.** After the team compiles the background information, identify stakeholders who are critical to supporting and implementing this initiative to participate in a guided discussion.

Example: A Title X grantee identifies executive leaders and board members, providers, and partner agencies as key stakeholders to include in the guided discussion.

- 4. Convene stakeholders to examine, discuss, and score the readiness assessment factors to arrive at a decision on whether to move forward with the initiative.**

- Provide a copy of the [Hexagon Readiness Tool Guiding Questions Worksheet](#) (pages 3–5) to all the stakeholders and review the six assessment factors.
- Use guiding questions to discuss each factor. Share the background information with all stakeholders during the discussion.
- Based on the discussion and background information presented, ask team members and/or stakeholders to individually rate each factor on a 1 to 5 scale, where **1 indicates a low level** and **5 indicates a high level** for the factor.

Example: One of the stakeholders rates Need as 5, indicating the high Need for SBIRT, while rating Resources as 2, indicating that limited resources are available to put it in place.

- Compile individual scores and calculate the average overall score for each factor, using the [Hexagon Readiness Tool Scorecard](#) on page 6.
- Discuss strengths and challenges to starting the initiative for the organization based on the average score for each factor and record these on the [Hexagon Readiness Tool Scorecard](#) on page 6.

Example: The stakeholders discovered that there is strong evidence demonstrating the effectiveness of SBIRT, but the ongoing costs (Resources) are a concern. This led to a discussion about potential sources of funding for supporting SBIRT at the service site.

- Based on scoring and a discussion of strengths and challenges, decide whether to proceed with the initiative.
- 5. Plan the next steps based on the decision.** If a decision is made to go ahead with the initiative, identify action steps to leverage the strengths and address challenges for supporting the use of the initiative. If additional, critical information is needed before making a decision or if the results of the assessment need to be shared with other stakeholders before arriving at a conclusion, plan the next steps accordingly. Record your planned actions in the [Next Steps Worksheet](#) on page 7.

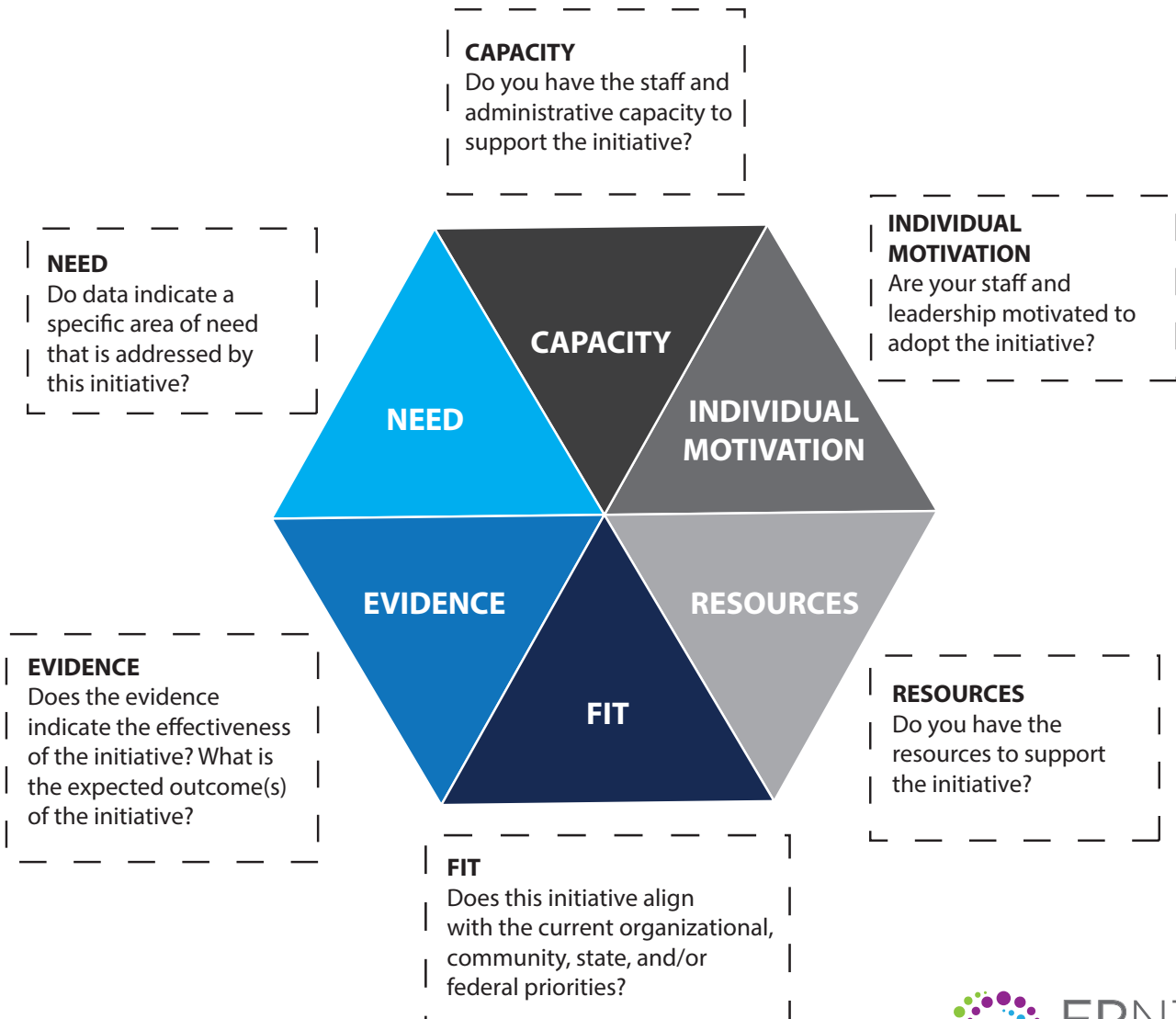
Example: The stakeholders identified a state grant as a potential source of funding for supporting SBIRT at their service site. A collective decision was made to submit the grant proposal and defer the implementation of SBIRT until the grant is approved.

Hexagon Readiness Tool Guiding Questions Worksheet

Today's date: _____

Initiative Under Consideration:

Participants:



Hexagon Readiness Tool Guiding Questions Worksheet (pg. 2 of 3)

Readiness Factors and Guiding Questions			Notes	
NEED				
Do you have data demonstrating the need for this initiative?				
Are data disaggregated by different segments of the target population? Do data demonstrate health inequities related to the health issues you are trying to prevent and/or address? If so, what are the unique needs of vulnerable populations?				
Have you identified the target population(s) for this initiative?				
Have you engaged your target population(s) to understand their perception of need?				
1 (low need)	2	3	4	5 (high need)
EVIDENCE				
Do research data demonstrate the effectiveness of this initiative?				
Do data exist that demonstrates its effectiveness for a population similar to your target population?				
How much change is expected in outcomes with this initiative?				
1 (weak evidence)	2	3	4	5 (strong evidence)
FIT				
Does this initiative align with your organizational mission, priorities, and culture?				
Does this initiative align with the community values?				
Does this initiative align with the federal and state priorities?				
1 (poor fit)	2	3	4	5 (strong fit)

Hexagon Readiness Tool Guiding Questions Worksheet (pg. 3 of 3)

Readiness Factors and Guiding Questions			Notes	
CAPACITY				
Does your staff meet the minimum qualifications needed for this initiative?				
Does your organization need to develop new or adjust existing policies and procedures to support this initiative?				
Does your organization have a well-established partnership that can support this initiative?				
Do you have a well-established communication system that can be used to facilitate communication with internal and external stakeholders for this initiative?				
1 (low capacity)	2	3	4	5 (high capacity)
INDIVIDUAL MOTIVATION				
Does your staff feel motivated to adopt this initiative?				
Does your leadership feel motivated to support this initiative?				
Do your staff and leadership see that this initiative will lead to the intended outcomes?				
Does your staff feel confident that the organization can support them as they implement this initiative?				
1 (low motivation)	2	3	4	5 (high motivation)
RESOURCES				
Is there an expert (i.e., technical assistance provider) who can help you with the implementation of this initiative?				
Are financial resources available to support this initiative?				
Is training available related to this initiative?				
Are staff available to supervise the use of this initiative?				
Is guidance on policies and procedures available (e.g., for billing)?				
Do you have an existing data monitoring and evaluation system that can be used to track the outcomes of this initiative?				
1 (low resources)	2	3	4	5 (high resources)

Hexagon Readiness Tool Scorecard



Name of the Initiative: _____

	INDIVIDUAL 1	INDIVIDUAL 2	INDIVIDUAL 3	INDIVIDUAL 4	INDIVIDUAL 5	INDIVIDUAL 6	INDIVIDUAL 7	INDIVIDUAL 8	AVERAGE SCORE	STRENGTHS	CHALLENGES
NEED											
EVIDENCE											
FIT											
CAPACITY											
INDIVIDUAL MOTIVATION											
RESOURCES											

Next Steps Worksheet



Action Steps	Who is responsible?	Follow-up
1.		
2.		
3.		
4.		
5.		

References:

1. Implementation guide for the medical eligibility criteria and selected practice recommendations for contraceptive use guidelines. Geneva: World Health Organization; 2018. License: CC BY-NC-SA 3.0 IGO.
2. Van Dyke, M., Kiser, L., and Blase, K. (2019). Heptagon Tool. Chapel Hill, NC: Active Implementation Research Network. www.activeimplementation.org/resources.
3. Shea, C.M., Jacobs, S.R., Esserman, D.A. et al. Organizational readiness for implementing change: a psychometric assessment of a new measure. *Implementation Sci* 9, 7 (2014) doi:10.1186/1748-5908-9-7

This resource was supported by Award No. FPTPA006028-04-00 from the Office of Population Affairs (OPA). Its contents are solely the responsibility of the authors and do not necessarily represent the official views of OPA or HHS.