

## Service Innovation –Notification Form (Version 1.4)

*(Please use the guidance notes to assist you with completing this form)*

<b>Personal Details</b>	
<b>Name:</b>	
<b>Trust:</b>	
<b>Position:</b>	
<b>Contact Details: (Email and Tel. No)</b>	
<b>Innovation Details</b>	
<b>1. Please give a brief description of your place of work</b>	
<b>2. Please give a brief description of the service innovation</b>	
<b>3. What impact has this innovation had (or is likely to have) on your organisation and health care in general. Include information about service evaluation and what the evaluation demonstrated?</b>	
<b>4. What was the stimulus for this innovation?</b>	
<b>5. Describe the contribution made (or expected to be made) by other key stakeholders</b>	
<b>6. What have you done to spread your ideas?(consider both internally and externally to your Trust)</b>	
<b>7. Are there 'start up' costs involved with implementing this service?</b>	
<b>8. Was additional funding secured for this service implementation?</b>	

<b>Innovation Details (Cont.)</b>	
9. If this service has been implemented, describe what was done and the timescales involved	
10. Can you provide evidence of the costs and savings related to running this service?	
11. Has the service been risk assessed? Please give details of the outcome.	
12. Have barriers to implementation and risks for continuation of this service been identified?	
13. Would a national group/body be interested in the service? Have they endorsed the service or are they likely to?	
14. Have patients / service users been surveyed regarding their opinion of the service?	
15. Are there benefits for staff involved in delivering this service?	
16. What challenges were overcome to implement the service?	
17. Further Information and/or any other comments	
<b>Declaration</b>	
I am aware and agree that this information may be shared with other parties within the NHS	Signed Innovator..... Print name of Manager..... Signed Manager..... Date.....

(Thank you for completing the form. Please return to: Emma Malpeli, Service Innovation Manager at *TrusTECH*. Tel No: 0161 276 5970).