



National Health Service in Scotland
Management Executive

St. Andrew's House
Edinburgh EH1 3DE

Dear Colleague

**IMPLEMENTATION AND EVALUATION OF NOVEL
HEALTH SERVICES**

Summary

1. This letter outlines a scheme for supporting novel health service developments from research based information and invites applications for funding. The objective of this scheme is to support the **implementation and evaluation of pilot projects of innovative health care services**; these are to be developed, initially, by provider units.

Action

2. NHS Trusts and provider units are invited to submit applications for the financial year 1994/95 in the format set out in the appendix to this letter by 15 October 1993. This deadline will be strictly observed, and should allow sufficient time for provider units to carry out the necessary consultations and to consider fully the implications of projects.

3. Applications and all enquiries, should be addressed to Dr Margaret Clark, Scottish Office Home and Health Department, Chief Scientist Office, Room 219, St Andrew's House, Edinburgh EH1 3DG (031 244 2320).

Other Information

4. Applications must contain a detailed outline of the innovative service and how it will be evaluated. It is envisaged that those projects judged to be successful will serve as models which could be disseminated as tested developments in health services.

5. The scheme will be administered by the Chief Scientist Office of the Scottish Office Home and Health Department. The application from the Provider Unit should be accompanied by a written statement(s) from its Purchaser(s) confirming -

that the Purchaser(s) will fund 50% of the costs of the pilot project;

Telephone 031-244
Fax 031-244 2683

9 August 1993

Addressees

For action

General Manager,
Common Services Agency

General Manager, State
Hospital

General Manager,
Health Education
Board for Scotland

Chief Executives,
NHS Trusts

Unit General Managers

For information

General Managers,
Health Boards

Directors of Public
Health

Enquiries to:

Dr M O Clark
Chief Scientist Office
Room 219
St Andrew's House
EDINBURGH EH1 3DE
Tel: 031-244-2320
Fax: 031-244-2683

Further copies from:

Mr A Forrest
Room 207
St Andrew's House
EDINBURGH EH1 3DE
Tel: 031-244-2243
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that the Project is consistent with the Board(s) purchasing intentions and that if the objectives of the pilot project are realised the Purchaser(s) will, in fact, thereafter purchase that development.

The remaining 50% of the costs of the project will be disbursed by the Chief Scientist Office by means of service agreements similar to those used for small scale national services.

6. Priority will be given to proposals which represent the best value for money and which are likely to become integrated into the Health Service.

7. This letter is being copied to Health Board General Managers and Chief Administrative Medical Officers.

Yours sincerely

A handwritten signature in black ink, appearing to read "William Moyes", with a horizontal line underneath the name.

W MOYES
Director of Strategic Management

**IMPLEMENTATION AND EVALUATION OF NOVEL HEALTH SERVICES
PILOTS FOR NOVEL SERVICES**

Applications from Health Boards should be typewritten on A4 size paper and set out as appropriate under the following headings:-

1. Name of Self Governing Trust or Provider Unit
2. Title of Project
3. Where the project is to be carried out and the geographical area to be served.
4. Names of the senior personnel involved and responsibilities for the project (curricula vitae are NOT required).
5. Detailed description of project - not to exceed 3,000 words:
 - (a) Summary - 100-200 words
 - (b) Introduction - summarising previous or ongoing work and justifying the requirements for a new prototype service. Reference should be made to any research projects from which this application has originated.
 - (c) Aims and objectives of the project, with particular reference to how the health status of the population served would be improved or their health needs met more fully, or how services would become more efficient.
 - (d) Methods and techniques to be adopted for implementing the novel service and evaluating it, including a timetable for action.
 - (e) Facilities available including resources for supervision and evaluation, equipment, space and personnel.
 - (f) Alternative methods by which similar health service objectives might be achieved or the consequences of not providing the novel service.
 - (g) Relevant references should be indicated in text and attached as an appendix.
 - (h) Total cost should be less than £100,000 for any project. Justification for all costs should be set out as:-
 - (i) Capital
 - (ii) Recurrent - staff (including grade and salary) consumable supplies etc.
 - (i) Support from other sources, in particular the relevant funding to be provided by the Health Board and the likelihood of continued funding of the novel health service by a Purchasing Health Board after the initial period of funding from SOHHD.
 - (j) Likely duration of the project.
 - (k) Proposals for disseminating in Scotland the results and conclusion of the pilot novel health service.