



ED PIP: Pilot and Implementation Phase

Checklist

Pilot and Implementation check list

Before moving on to the roll out phase, we recommend revisiting the key tasks/deliverables from the pilot and implementation phase as a checklist to ensure you are set up to succeed in future phases. The following represents a sample checklist for the activities related to the pilot and implementation phase.



- Pilots completed
- Solutions implemented and improvements confirmed
- New processes documented
- Metrics and tracking processes and owners defined
- Visual management used to track and discuss unit performance
- Training on new processes rolled out
- Unit celebration organized
- Draft Rollout plan discussed with units involved