

Appendix 2: Prototypical headings template for a Project case study

This template is an example - primarily to present suggested headings to be used in a text based case study. Under each heading there is an indication of what to think about including in study. If using other formats to present a case study, consider framing the study the within the same headings so as to provide the flow of the story of change being told. We would welcome the use of appropriate images and links to audio or video stories that provide the real life experience of the project. It is expected that projects collect individual case studies (e.g. citizen, service user, patient, unpaid carer), the workforce, project partners).

Ensure that informed or proxy consent has been obtained

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| <p>Project (activity):</p> <ul style="list-style-type: none"> • Identify the Model of Care the project is aligned to |
| <p>Background summary - provide the context:</p> <ul style="list-style-type: none"> • Summary of the Project • Who is involved, why and key relationships e.g.: <ul style="list-style-type: none"> - Delivery partners who are part of the project and role - Which priority population groups - Other stakeholders involved • What types of data/evidence is being collected and tools used to inform the case study |
| <p>What worked well, what didn't work so well:</p> <ul style="list-style-type: none"> • Identify the key features of what worked well and what change occurred as result of what is being or has been delivered • Be open about what may have not worked well or as originally intended – it's part of the learning process • What other unforeseen changes and how they were dealt with • Challenges and limitations • Present the observable and credible evidence. • Drawn upon the experiences of multiple perspectives and individual cases studies |
| <p>What 'good' or 'success' looks like:</p> <ul style="list-style-type: none"> • Consider each individual case and drawn together cumulatively • Ensure observable evidence is presented • Avoid assumptions • Highlight the key aspects of what 'good' or 'success' looks like and for whom |
| <p>Key themes:</p> <ul style="list-style-type: none"> • Outline the themes from across the individual case studies that have been developed • Qualify those themes though the evidence (give examples) • Where the themes consistently reported? • What can be drawn from those themes? • What is/has been the project contribution to the Model of Care? |
| <p>What has been learnt:</p> <ul style="list-style-type: none"> • Ensure there is a clear link to the evidence |

- The benefits
- Draw upon individual case study examples
- Consider from multiple perspectives

Meeting the needs of the priority population group(s):

- Consider the impact and outcomes for people
- Consider are people better off and to what extent

Outcomes:

- Are the higher level outcomes of Model the project is aligned to being meet or have been met by providing information on how and in what circumstances

Conclusion:

- Summarise the key points and outstanding features of the project
- Outline what is felt to be important to share and learn from
- Provide reflection: Is the project activity sustainable and if so why and how? Is it spreadable? Year 2 onwards
- Next steps