



Governance and Leadership: Practical questions worksheet

Define the problem

1. What is the problem you are trying to solve? Clearly define the quality or safety issue.

Governance structure

2. What level of governance will be responsible for overseeing this issue? Is it best addressed at the macro, meso, or micro level, or a combination?

3. What structures and processes are in place for oversight? For example, formal governance structures (boards, committees) and informal processes (peer networks, team dynamics).



4. How can transparency and accountability be ensured? Think about systems for monitoring progress, evaluating performance, and engaging stakeholders.

Performance oversight

5. How will performance be measured and monitored? Are there clear mechanisms for addressing performance gaps?



Leadership

6. Who will lead the initiative, and how will they inspire and engage others?

7. What leadership styles will be most effective? Consider whether a transformational approach (inspiring change) or a transactional approach (focusing on rewards and performance) is most appropriate for your initiative.

8. How will you empower teams and individuals to take ownership? Encourage leadership at all levels, from senior management to frontline staff, to foster a culture of continuous improvement.



Success and sustainability

9. How will you measure success? Define clear success criteria and outcomes.

10. How will you ensure sustainability? Consider how improvements can be maintained over time through training, culture change, and continuous monitoring.

Adaptation

11. How will you adjust leadership and governance strategies as the intervention progresses?