Program Review Process

Step 1: Define Level of Review

- Review OPHS program standard & requirements
- Decide on the level of review of requirements
- Identify internal and external stakeholders involved in the process

Step 2: Conduct Situational Assessment

- Collect data/information to inform criteria on need, impact, capacity, partnership, collaboration
- Document on Situational Assessment Questionnaire

Step 3: Set Priorities

- Prioritize requirements on the basis of need and impact

Step 4: Estimate and Allocate Resources

- Allocate current human resources to requirements, considering priorities, capacity and partnerships
- Estimate additional human resource requirements

Step 5: Complete Program Operational Plans

- Complete operational plans for each program standard

Step 6: Take Action

- Implement activities according to rank
- Develop workplans/logic models for priority requirements

Step 7: Monitor and Evaluate

- Collect assessment & surveillance data (OPHS)
- Develop and monitor output indicators
- Develop evaluation plans for outcome indicators

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