

Step 5A: Rate Intervention(s)

	Intervention A	Intervention B	Intervention C
	Title:	Title:	Title:
Anticipated scope/impact (L/M/H)			
Anticipated benefits (L/M/H)			
Resources needed (L/M/H)			
Anticipated obstacles (L/M/H)			

Priority rankings of interventions (optional):

Additional notes to the Steering Committees (optional):



Quick Reference Guide for Worksheet 5A Rate Intervention(s)

Worksheet 5A Goal:

A design team of line-level employees rates the set of proposed workplace interventions designed to benefit employee health & safety. Intervention alternatives are proposed to the Steering Committee.

Important Terms:

A HIGH rating (H)	An “H” is used to indicate that the activities that make up an intervention alternative meet or exceed what is stated in the selection criteria.
A MEDIUM rating (M)	An “M” is used to indicate that the activities that make up an intervention alternative only partly accomplish what is stated in the selection criteria.
A LOW rating (L)	An “L” is used to indicate that the activities that make up an intervention alternative fail to accomplish, or barely accomplish what is stated in the selection criteria.
Priority Ranking	Intervention alternatives should be ranked after deciding how much weight to place on each of the <i>selection criteria</i> and how well each intervention alternative addresses the general health & safety problem/issue.

Group Process:

1. For each selection criteria, compare the important details across all intervention alternatives, and then rate them as High (H), Medium (M) or Low (L).
 - For example, if “Scope” for Intervention A benefits all employees in need of help, but this is not the case for the other intervention alternatives, then “Scope” for Intervention A would receive a rating of H (high).
2. Come up with a **Priority Ranking** for the intervention alternatives.
 - Some *selection criteria* may be more important than others (e.g., scope may be more important than cost for a small intervention), and so a simple average of all of the ratings is usually not very useful.
 - Instead, consider placing more weight on those ratings that matter most, and prioritize intervention alternatives accordingly.
 - The group should reach a consensus about the final rank order.

Important:

Final decision-making about which intervention(s) to implement is made by the Steering Committee and/or upper management, after doing more in-depth evaluation on their own in Worksheet 5B followed by discussions with the Design Team. The Steering Committee and/or upper management may also request that some changes be made to a proposed intervention. All completed worksheets should be saved because they can be useful when explaining how the intervention alternatives were created and then rated, and when planning implementation.