# NHS Cancer Programme Innovation Open Call

Evaluation – Specification of Requirements

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Logo of innovation company

MM/YYYY

## Overview

### **Organisational Context – NHS Cancer Programme**

NHS England and NHS Improvement (NHSE/I) leads the NHS in England. It sets the priorities and direction of the NHS and encourages and informs the national debate to improve health and care.

NHSE/I sets the strategic vision for the future of the NHS in the Long Term Plan (LTP). The LTP has a strong focus on prevention, identifying and delivering improvements in healthcare, redesigning the NHS so it continues to meet the needs of patients, ensuring the NHS is financially sustainable, and engaging the public in this whole process.

The LTP sets out two bold ambitions for improving cancer outcomes:

1. By 2028, 55,000 more people will survive cancer for five years or more each year; and
2. By 2028, 75% of people will be diagnosed at an early stage (stage 1 or 2).

The NHS Cancer Programme is focused on delivering the LTP ambitions for cancer, with a specific focus on improving earlier diagnosis and survival. To support the LTP ambitions for cancer, the NHS Cancer Programme plans to hold a series of innovation funding calls to identify innovations in late-stage development to support the early detection and diagnosis of cancer.

### **NHS Cancer Programme Innovation Open Call**

The programme aims to identify, test, and evaluate cancer innovations to speed up adoption into the NHS. Innovations are prioritised that have proven clinical effectiveness and through the award innovations will undergo real world testing to create a pathway for implementation.

There is a compelling need to identify innovations that can support the LTP ambitions for cancer, in particular, the ambition to achieve 75% of cancers diagnosed at stage 1 and 2 by 2028. In order to do this, more people need to be brought into the system significantly earlier than they would have presented through current care pathways. To enable this to happen, the NHS needs to ensure it has the capacity and operational resource to respond to an increase in volumes. This is especially relevant since the Covid-19 pandemic.

The second round of the NHS Cancer Programme Innovation Open Call launched in April 2022 and contracts were issued to successful applicants in October 2022. [Innovation name] was awarded a contract for [X] months for [£X]. [Company name] are looking to procure an independent evaluator (the “Evaluator”) to evaluate the implementation and outcomes of this innovation.

### **[Innovation company] background**

[Short description of the company and the problem it addresses; and any co-applicants who will be involved with the evaluation.]

## [Innovation]

### **Background**

[Short description of the innovation and the problem it addresses. Include any innovative elements.]

[Describe the aims of the innovation and what you are trying to achieve.]

[Adherence to standards/regulatory approvals to demonstrate the stage the innovation is at, if relevant.]

### **Approach to Implementation**

[Describe your approach to implementation (e.g. local, regional, national). Include any details about a phased / staged approach to implementation.]

[Short description of what will happen at each stage of implementation.]

### **Governance**

[Describe your company’s internal governance structure / processes / sign off in relation to the evaluation partner – i.e. who will oversee the implementation and evaluation delivery for this project?]

The NHS Cancer Programme will sign-off the evaluation strategy and endorse evaluation reports. Through existing governance groups, the NHS Cancer Programme will seek the appropriate expertise for endorsement and sign-off, for example, through the NHS Cancer Programme’s Evaluation Oversight Group.

## Scope of procurement

### **Background to Evaluation**

[Provide a high-level summary of why an evaluation is required.]

[Briefly describe the current evidence base for the efficacy of your innovation (e.g. high-level summary of any previous trials/studies carried out on your innovation). What will the findings of this service evaluation add to this evidence base?

[Describe what you are seeking to achieve through this evaluation.]

[If available, include any information about the sensitivity and specific of the innovation.]

### **Scope overview**

[Outline the in scope requirements for the appointed Evaluator and specify over what time period]

*E.g.* The length of the evaluation will be 12 months from date of awarded contract. The requirements of the Evaluator are:

*i) to review the proposed evaluation scoping plan and determine an agreed methodology to meet the evaluation requirements,*

*ii) to establish processes that enable sites to report data on an agreed dataset to the Evaluator,*

*iv) to collate and interpret data to provide a full impact, process, and economic evaluation.*]

#### **Out of scope**

[Describe any elements of the evaluation that are out of scope, e.g. a patient cohort, tumour types, healthcare setting, type of evaluation.]

### **Evaluation questions**

[Describe any high-level evaluation themes or evaluation questions that should be addressed by the evaluation. Evaluation themes/questions should be scoped out prior to completing this specification alongside relevant stakeholders]

[Option to briefly suggest potential approaches /methodologies for gathering evidence to meet evaluation questions]

The evaluation should address the following high-level evaluation questions. The questions have been set out in **Table 1** with corresponding sub-themes and the approaches to addressing them.

|  |  |  |  |
| --- | --- | --- | --- |
| **Evaluation Type** | **Evaluation Question / Sub theme** | **Purpose** | **Potential approaches** |
| Impact | [Questions, e.g. what impact does *innovation* have on patient outcomes?] | [Purpose, e.g. identify possible unintended outcomes and impacts of *innovation*] | [Approach, e.g. impact evaluation with an appropriate counterfactual] |
| Process | [Questions] | [Purpose] | [Approach] |
| Economic | [Questions] | [Purpose] | [Approach] |
| Etc. | [Questions] | [Purpose] | [Approach] |

Example table to present Evaluation Themes/Questions:

Table 1

### **Site locations**

The pilot/programme will launch in [1/2/3] phases, with phase 1 commencing in [month, year]. [X number] of [Cancer Alliances / AHSNs / Trusts] are participating in phase 1. These are:

* Cancer Alliance / AHSH / Trust
* Cancer Alliance / AHSN / Trust
* Cancer Alliance / AHSN / Trust

[X number] of [Cancer Alliances / AHSNs / Trusts] will participate in phase [2] with a start date of [month, year].

[X number] of [Cancer Alliances / AHSNs / Trusts] will participate in phase [3] with a start date of [month, year].

*[Delete if not applicable –* Sites participating in phase [1/2/3] will be identified in [month, year].

### **Volume and numbers**

[The number of tests/patients/etc. that will participate in the project].

### **Data collection**

[Describe the type of data that will be required for collection and analysis as part of this evaluation. State whether this data will be collected by the project as part of implementation and routine care, or whether data collections will need to be set up by the appointed Evaluator.

Has an evaluation dataset already been established during evaluation scoping or will this be a requirement for the appointed Evaluator? If there is a draft version of this data set, share in this specification as an appendix.]

[Outline the expectations of the evaluation partner such as:

* Establishing an approach to data collection and processing
* Linking local data to national datasets
* Establishing a minimum data set]

[Outline the expected experience of the evaluation partner such as:

* Experience in data management and analysis of nationally collected complex datasets
* Expertise in adhering to Information Governance (IG) requirements to collect patient identifiable data from local systems]

## Requirements

### **Mandatory standards**

[Include any mandatory standards for your organisation to satisfy the lawful basis for using confidential information and processing personal data (and the Data Protection Act).

*Delete if not applicable - NHS England and NHS Improvement recommend the appointed Evaluator is registered with ICO and compliant with the Data Security and Protection Toolkit.]*

### **Delivery and Reporting**

[Outline the reporting expectations for the evaluation partner. The reports should respond to the evaluation questions outlined in section 3.3.

4.2.1 Evaluation strategy report

The evaluation partner will be expected to produce an evaluation strategy, setting out the overall approach to the evaluation and specific methodological approaches to be taken to address each of the evaluation questions. The strategy should guide the evaluation activity throughout the duration of the programme.

The evaluation partner is expected to submit this report within [12 weeks] of the project start date.

The evaluation report will be submitted to the NHS Cancer Programme for sign-off before any evaluation activities can commence.

4.2.2 Monthly management information

[Innovation company] will agree the metrics with NHS England and NHS Improvement at the start of the programme and will report on these monthly. *Delete if not applicable - The appointed Evaluator will lead on this process as part of delivery and reporting.*

4.2.3 Outputs and Reporting

Reporting is based on the information collected to address the evaluation questions and themes. [Outline the type and style of the outputs of the evaluation – how will the findings from the evaluation be reported and disseminated? For example, quarterly reports, final summative reports, journal article submission, etc.]

[Describe when and how these outputs will be shared and reported to [innovation company] and NHS England and NHS Improvement.]

4.2.4 Final summative report

A final summative evaluation report will be submitted to NHS England and NHS Improvement and should, at a minimum, include:

* A consolidation and summary of all interim reports,
* A final summative report on key learnings gained, including implications for a national rollout, and
* A final summative assessment of the evaluation themes.
* [Include any other requirements]

The final summative report is expected to be submitted in [date] following the end of the programme’s implementation.

4.2.5 Additional reporting elements

Any reasonable and agreed requests for additional elements from [Innovation company] are to be included in all reporting outputs. Such requests will be communicated in advance of reporting deadlines. Additional requests will be mutually agreed by both [Innovation company] and the evaluation partner.

*Optional – include a proposed reporting schedule and minimum requirements for each reporting period. The table below provides some examples of outputs you may want to include. The table can be amended as required however an evaluation strategy and final summative evaluation should be included as an output.*

**Table X: Proposed reporting schedule and minimum requirements**

|  |  |  |
| --- | --- | --- |
| **Reporting period** | **Output** | **Purpose** |
| TBD | Evaluator Appointed | Evaluation contract formally commences. |
| [Within 3 months of project start date] | Evaluation strategy | Sets out the overall approach to evaluation and specific methodological approaches to be taken to address the prescribed evaluation themes. This strategy should guide the operation and development of evaluation activity throughout the duration of the programme. |
| TBD | Reporting (or other outputs) | *[Tailor this to your evaluation proposal – e.g. what type of output will be produced? What theme or evaluation questions should this output focus on? Will the output be a stand alone report or cumulative of all the findings?]* |
| TBD | TBD | *TBD* |
| TBD | TBD | *TBD* |
| [Within one month of project end date] | Final summative evaluation | Summative assessment of the full programme. |

Table 2

### **Publication standards**

Quarterly reports, together with the final summative report, must be produced to publication standard, and should be reflected in project costings as necessary.

### **Knowledge dissemination**

The evaluation partner should work with [innovation company], NHS England and NHS Improvement, and other stakeholders to implement approaches to ensure learning from the evaluation informs policy development and local service improvement, as appropriate.

## Contract

### **Contract management**

[Outline who will manage the contract from your company].

### **Evaluation timeframes**

[Describe how long the evaluation will run, including the length of the implementation programme and any additional time for producing a summative report].

### **Location**

[Describe any physical or virtual locations where the evaluation partner will be expected to work / meet, and any travel expectations].

### **Roles and responsibilities**

[Describe the roles and responsibilities of [innovation company], [evaluation partner], and NHS England and NHS Improvement.

NHS England and NHS Improvement

* Sign-off evaluation strategy;
* Review evaluation reports;
* Provide oversight of the evaluation against agreed milestones;
* Provide evaluation support.

*For example*

*[Innovation company]*

* *Nominate a contract manager*
* *Comment and submit evaluation strategy to NHS England and NHS Improvement;*
* *Comment and submit evaluation reports to NHS England and NHS Improvement;*
* *Comment and sign-off all delivery materials required to conduct the evaluation (e.g. survey sampling, participant questionnaires, interview guides);*
* *Coordinate and organise meetings, as required;*
* *Monitor progress against agreed milestones and troubleshoot any arising issues.*

*[Evaluation partner]*

* *Nominate a contract manager to work with and liaise with [Innovation company]. The evaluation partner must notify [innovation company] in advance of changes in key personnel, at least four weeks prior to the changes occurring;*
* *Attendance at meetings with [innovation company], as and when required, including [monthly] meetings between the contract managers, as well as presenting to key stakeholder and governance groups;*
* *Lead all field work to collect data to satisfy the evidence requirements to respond to the evaluation questions;*
* *Produce and finalise all agreed reports to respond to the evaluation questions;*
* *Contribute experience, expertise, and insights throughout the evaluation.*

### **Performance and measurement**

[Outline Key Performance Indicators (KPIs) and payment conditions below]

Key Performance Indicators (KPIs) and payment conditions are indicated below:

[For example]

**Table X: Key Performance Indicators (KPIs) and payment conditions**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **KPI**  **Ref** | **KPI** | **Frequency** | **Measurement** | **Payment condition** |
| 1 | Timeliness of evaluation strategy | Once | Received within X weeks of contract start date.  Evaluation strategy agreed and signed off as satisfactory by [innovation company]. Evaluation strategy can be submitted to NHS England and NHS Improvement for sign-off. | Associated payment milestone released to Supplier on receipt of satisfactory report meeting all associated KPIs. |
| 2 | Timeliness of reporting – monthly management reports | Monthly | Received by agreed date. Ready to be submitted to NHS England and NHS Improvement. | Associated payment milestone released to Supplier on receipt of satisfactory report meeting all associated KPIs. |
| 3 | Timeliness of reporting – quarterly evaluation reports | Quarterly | Received by agreed date. Ready to be submitted to NHS England and NHS Improvement. | Associated payment milestone released to Supplier on receipt of satisfactory report meeting all associated KPIs. |
| 4 | Timeliness of reporting – final evaluation summative report | Once | Received by agreed date. Ready to be submitted to NHS England and NHS Improvement. | Associated payment milestone released to Supplier on receipt of satisfactory report meeting all associated KPIs. |
| 5 | TBD |  |  |  |
| 6 | TBD |  |  |  |

Table 3

### **Payment schedule**

[Outline Payment Milestones below]

**Table X: Payment milestones**

|  |  |  |
| --- | --- | --- |
| ***Payment milestone*** | ***KPI Ref.*** | ***Payment (% contract value)*** |
| Information systems, the ability to collect data and the requisite governance arrangements in place for all sites and signed off as satisfactory by [innovation company]. |  | X% on verification that information governance and data collection arrangements are in place. |
| Evaluation strategy signed off by [innovation company] and signed off as satisfactory by NHS England and NHS Improvement. | 1 | X% paid on acceptance of the finalised evaluation strategy by NHS England and NHS Improvement. |
| Quarterly reports signed off as satisfactory by [innovation company]. | 3 | X% split equally over the period from submission of the first quarterly monthly report to submission of final quarterly report. |
| Final reports signed off as satisfactory by [innovation company] and signed off as satisfactory by NHS England and NHS Improvement. | 4 | X% paid on acceptance of the final report by NHS England and NHS Improvement. |

Table 3

### **Financial value**

The financial value of the contract is anticipated to be up to £XXX,XXX.

## Appendices

[*Delete this section if not applicable].*

*Example appendices might include*

* *Logic Model*
* *List of Key stakeholders*
* *Evaluation Data Set*