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Logo of evaluation partner

Logo of innovation company

NHS Cancer Programme Innovation Open Call

Evaluation Strategy

MM/YYYY

## Preface

*This document should be used to guide the format of your evaluation plan, with the information within it building upon the outline provided in the scoping plan. The order in which present your evaluation plan does not need to follow the order sections and subsections found within this document, but all sections should be covered where relevant. If a section is not felt to be applicable we would encourage you to justify this.*

*GUIDANCE (this text should be deleted in the final version): The evaluation partner, with support from the procuring company or organisation will develop the evaluation plan. The evaluation plan will be submitted to NHS England and NHS Improvement (the NHS Cancer Programme) for final sign-off before any evaluation activities can commence.*

## Introduction

*Please insert a background and overview of the innovation being evaluated. Include the innovation aims/objectives and rationale, alongside a brief description of its real- world implementation.*

## Logic Model

*Please create a diagrammatic representation of the relationship between the innovation resources, activities and intended outcomes. This logic model should provide a clear description of the intervention and its causal assumptions. Information on how to develop a logic model can be found* [*here*](https://www.gov.uk/government/publications/evaluation-in-health-and-well-being-overview/introduction-to-logic-models)*.*

## Evaluation Questions

*This section should be used to detail the overarching aims/objectives of the evaluation, the key question(s) which the work will address and, where appropriate, the main hypothesis. The evaluation questions should clearly link with the intended outcomes reported in Section 2. Questions should relate to both the evaluation of effectiveness and accompanying process and impact evaluation.*

## Evaluation Plan

*Please provide information on your overall evaluation plan and how it will address your aims, objectives and research questions. If there are multiple streams of work, please provide descriptions for each one, with the associated activities, and how they link to provide a coherent programme of work.*

### Project Management

*Please explain the practical arrangements for managing the evaluation and its constituent components, including any critical interdependencies.*

### Evaluation Timetable

*Please provide an overview of the evaluation timetable, including specific milestones and deliverables.*

## Evaluation Methodology

*Please use this section to clearly explain your proposed methodology, using the suggested headings. Tables, figures and graphs can also be used to clarify the evaluation methodology. At a minimum, a table linking the evaluation questions, design, outcomes and data collection methods should be included. Please ensure that the information is accurate, succinct, clearly laid out and gives sufficient methodological detail. Where possible, please identify any biases and how these will be mitigated against. Please highlight any unknowns.*

### Evaluation Design

*Description of the evaluation* *design for each evaluation question.*

### Evaluation setting

*Provide details of all settings and locations where data will be collected, and the time frame within which the evaluation will take place in this setting. This should also include the number and type of settings and describe the care providers involved. Information should be provided on clinical leads and progress to date at each of the sites. This information may be best placed in a table to aid the reviewer.*

### Comparator group

*Please describe the current practice or clinical pathway the innovation will be compared to. Consideration should be given to how this comparator differs between sites, to the national picture and sites that are not included in the evaluation. Any differences should be highlighted and the impact on the results of the evaluation considered.*

### Participants

*A comprehensive description of the eligibility criteria used to select the patients who are included in the evaluation and how they will be recruited, should be provided.*

### Outcomes

*Define the pre-specified quantitative outcome measures. This should include the specific measurement variable, analysis metric, method of aggregation, time point and description of instruments along with their validity and reliability, where relevant. If a proposed measure is one that has been designed by the innovator or evaluation partner, justification for this approached is required, along with details on how the measure was developed.*

### Health economics

*Please provide detail on the type of health economic modelling proposed, including your rationale for the selected approach, the literature/data collection on which the model will be based, the time horizon and any assumptions / limitations made e.g. target population and counterfactual. Detail should also include a list of costs and benefits, the metrics used for the benefit/cost calculations and scenario analysis, format of the outputs (e.g. ICER, ROI ratio).*

### Data collection methods

*Please describe your plans for the collection of qualitative and quantitative data, including any related processes to promote data quality. This should include the sources of data, identification of what is already available and what will be newly collected data.*

### Data analysis

*Data can be analysed in many ways, it is essential to specify which data analysis procedures will be used for the different types of data you will be collecting.*

#### Sample size calculation

*This section should detail the methods used for the determination of the sample size and a reference to tables or statistical software used to carry out the calculation. Sufficient information should be provided so that the sample size calculation can be reproduced. If the planned sample size is not derived statistically, then this should be explicitly stated along with a rationale for the intended sample size.*

#### Statistical analysis plan

*The aim here is to fully describe the statistical analysis plan. This should include data assurance processes to ensure data quality, the method of analysis and plans for dealing with multiple comparisons. If an economic evaluation is to be undertaken this section should also include the means of analysis.*

#### Non-statistical analysis plan

*Please provide a description of any non-statistical methods that might be used (e.g. qualitative methods).*

#### Interim analysis and stopping guidelines

*Where applicable, please explain any interim analyses that will be conducted and decision criteria for stopping the evaluation or amending the implementation and evaluation methods.*

## Stakeholder Involvement

*Please describe your key stakeholders (including patients and the public), including why and how they have been involved and the value they bring, with reference to the following areas:*

* *The design and implementation of the intervention*
* *Conducting the evaluation*
* *Who needs to be involved for any change to take place as a result of the evaluation?*
* *Who will be affected by any change stemming from an evaluation?*

*In cases where patients and/or the public are NOT involved, please justify.*

## Dissemination

*Please describe the main knowledge products or outputs from the evaluation, both formative and summative, how they will be presented, disseminated and used. This should include planned publications or input into policy development.*

## Management & Governance

### Ethics

* *Does the proposed evaluation raise ethical issues? If yes, discuss how these issues will be addressed.*
* *Please detail how and when you intend to obtain ethics approval.*

### Information governance

*Please describe the data processing or data sharing agreements in place, and refer to the documents developed to support the IG processes.*

## Barriers to proposed work

*Please set out the key risks to delivering this evaluation and what contingencies you will put in place to deal with them. This should include a log of the identified risks in the form of a risk assessment matrix, the mitigation actions/plan and the types of critical risks that could be escalated to the NHS Cancer Programme/LGC PMO. Key attention should be provided to escalation mechanisms put in place to monitor adverse events throughout the evaluation.*

## Resources

*Provide a breakdown of the costs associated with undertaking the evaluation and justification for the resources requested, covering the following bullet points. Please breakdown these costs for the evaluation team and the resources required for the sites separately.*

* *staff costs*
* *dissemination costs*
* *equipment*
* *patient and public involvement*
* *any other costs*

*For help with estimating PPI costs please see the* [*INVOLVE cost calculator*](https://www.invo.org.uk/resource-centre/payment-and-recognition-for-public-involvement/involvement-cost-calculator/)*.*