**Hardwiring Checklist**

The Hardwiring Checklist provides ideas on how to maintain a change effort until it is completely adopted. This list should be used as an audit to determine if the change initiative is successful. Add additional checklist items as needed.

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|  | **Checklist Item** | **Notes** |
|  | All leaders are role modeling the desired behaviors | Click or tap here to enter text. |
|  | Standards and performance expectations are monitored and enforced | Click or tap here to enter text. |
|  | There are both lagging and leading indicators of success | Click or tap here to enter text. |
|  | Frequent reinforcing and redirecting feedback is given | Click or tap here to enter text. |
|  | Adopters are rewarded and recognized | Click or tap here to enter text. |
|  | All major obstacles and resource shortages have been solved | Click or tap here to enter text. |
|  | All personnel have been trained | Click or tap here to enter text. |
|  | Success stories and lessons learned are being gathered and shared | Click or tap here to enter text. |
|  | Upstream, downstream and ancillary units are involved in solution finding | Click or tap here to enter text. |
|  | Work-arounds, resistance and poor performance are not tolerated | Click or tap here to enter text. |
|  | The new standards are documented | Click or tap here to enter text. |
|  | New employees are oriented to the new way | Click or tap here to enter text. |
|  | Systems, Structures and Policies are updated | Click or tap here to enter text. |
|  | Click or tap here to enter text. | Click or tap here to enter text. |