

CRI Knowledge Network Organizational Readiness Checklist

Instructions: Please complete the following chart to the best of your knowledge. Please include comments regarding criteria items that you have responded “no” to. Please submit this Organizational Readiness Checklist along with the Data Template and an Overview of your Organization to contact@centerstonereseach.org.

| CRITERIA ITEM | YES/NO | COMMENTS |
|---|--------|----------|
| 1. Agency uses fully implemented Electronic Health Record for clinical documentation. | | |
| 2. Agency maintains relationship with academic research partners. | | |
| 3. Agency actively participates in research studies. | | |
| 4. CEO supports Knowledge Network. | | |
| 5. Agency commits Staff Representatives (2 persons at 0.1 FTE) to participate in KN workgroups. | | |
| 6. Agency commits KN IT staff representative (1 person at 0.1 FTE). | | |
| 7. Agency receives federal grant funding and actively seeks grant funding. | | |
| 8. Agency maintains grant writing staff. | | |
| 9. Agency commits to participate in person at KN Summits. | | |
| 10. Agency has an identified KN Coordinator. | | |
| 11. Agency supports clinical staff to engage in research studies. | | |
| 12. Organizational has plans for implementation of research based practices internally. | | |
| 13. Agency supports dissemination of research findings. | | |
| 14. Agency Dedicates Staff to Research-related Activities | | |
| 15. Agency has > 100 employees. | | |
| 16. Agency serves >7,000 clients. | | |