

Annex 3 Draft evaluation plan

The aim of this evaluation is to:

- 1) Assess the extent to which key deliverables of the Dementia Friendly Surrey project have been delivered,
- 2) Assess the extent to which the Dementia Friendly Surrey project has impacted on key outcomes including those defined at the beginning of the project,
- 3) Identify lessons learned.

Alongside the main project evaluation we will conduct the yearly self-assessment of progress required by the Alzheimer's Society 'Working to become dementia friendly' recognition scheme. We have also been awarded £3500 from Skills for Care to report on outcomes and learning from this project. Timescales for these reports are included in the schedule below.

Milestone	By when?
Short term (1 month post project)	
Data collected and analysis completed	31/03/14
6 month report to Skills for Care due	31/03/14
Draft short term evaluation report and intermediate evaluation plan circulated to Steering Group	18/04/14
Comments received from Steering Group	02/05/14
Final short term evaluation report published on Dementia Friendly Surrey website	16/05/14
Recognition scheme yearly self-assessment due	30/05/14
Intermediate term (6 months post project)	
Data collected and analysis completed	29/08/14
Draft intermediate term evaluation report and long term evaluation plan circulated to Steering Group	19/09/14
12 month report to Skills for Care due	30/09/14
Comments received from Steering Group	03/10/14
Final intermediate term evaluation report published on Dementia Friendly Surrey website	17/10/14
Long term (13 months post project)	
Data collected and analysis completed	27/03/15
Draft long term evaluation report circulated to Steering Group	30/01/15
Comments received from Steering Group	10/04/15
Final long term evaluation report published on Dementia Friendly Surrey website	01/05/15

Short Term Evaluation

Evaluation Type	Evaluation Area	Target or question	Evaluation activity	Completed by
Outputs/ deliverables	Dementia Friendly Surrey Champions	20 Dementia Champions per CCG area	Measure number of Champions in total and by CCG area	17/03/2014
	Dementia Friendly Surrey Champions	What actions have Champions taken to make their community more dementia friendly?	Collate case studies on the activities of dementia champions	17/03/2014
	Recognition Scheme	50 organisations issued with the Recognition symbol	Measure number of organisations issued with recognition symbol across Surrey	17/03/2014
	Community Awareness	Three public events attended in each CCG area	Record the number of events attended. Describe the types of event attended.	17/03/2014
	Community Awareness	Dementia awareness information available in key public places including shops, libraries and GP surgeries	Describe the key messages included in public awareness materials. Record the number and type of public venues to which Dementia	17/03/2014

			Friendly Surrey materials have been distributed.	
	Community Awareness	A minimum of two positive local media features about dementia	Record the level of local media coverage of dementia and Dementia Friendly Surrey. Describe the range of local media coverage of dementia and Dementia Friendly Surrey.	17/03/2014
	Community Awareness	A minimum of one school or college in each CCG area engaging in dementia friendly communities work	Record number of schools or colleges engaging in dementia friendly communities work. Collate case studies on the activities of local schools and colleges.	17/03/14
	Innovation Fund	A range of innovative projects delivered across Surrey with demonstrable positive outcomes for people with dementia and/or carers	Record the number and location of projects funded. Describe the aims and objectives, key timeframes, expected	31/03/14

			<p>outcomes and cost of projects funded.</p> <p>Describe the current progress and initial learning points from these projects.</p>	
Outcomes	Number of patients presenting to primary care for diagnosis.	10% increase in number of people presenting to primary care for diagnosis.	<p>Collate information on number of people who have</p> <ul style="list-style-type: none"> • been referred (by social services, community health professionals) or • made a self referral to Primary care for a memory assessment since 2012 	17/03/2014
	Number of patients being referred onward to secondary assessment.	10% increase in referrals to secondary assessment.	Collate Surrey-wide data on referrals from Primary care to CMHT(OP) 2012 – 2014	17/03/2014
	Shift to community based support and care	10% reduction in number of people with a diagnosis of dementia being admitted to	Exact measurement process to be explored with relevant partners and Surrey County	17/03/2014

		residential or nursing care	Council Business Intelligence team.	
	Shift to community based support and care	15% increase in the uptake of community support services such as Telecare, Wellbeing centres and Day care	Exact measurement process to be confirmed with partners but could include: Information on <ul style="list-style-type: none"> • Telecare uptake • Wellbeing centre footfall • Day care service referrals From 2012 -2014	17/03/2014
	Number of referrals to Dementia Navigators	15% increase in referrals.	Collect and analyse Dementia Navigator referral data for the period 2012 – 2014.	17/03/2014
Lessons learned			Collate lessons learned from project team and key stakeholders including Steering Group.	31/03/2014

Intermediate Evaluation

This phase will:

- Report on uptake of training and Champion scheme.
- Repeat outcome measures as above.
- Collect any additional lessons learned.
- Repeat the 'Dementia quiz' to measure changes in public awareness (by comparison to data from 2012 quiz).

Long term evaluation

This phase will:

- Report on final uptake of training and Champion scheme.
- Report on outcomes and lessons learned from Innovation Fund.
- Repeat outcome measures as above and assess whether targets have been reached.
- Explore what changes people with dementia and carers have experienced in their community.
- Consolidate the learning and impact of the Dementia friendly Surrey project to assess whether all the aims and objectives have been delivered.
- Be shared locally and nationally.