

# Implementation Readiness Checklist

A structured diagnostic across five evidence-based failure modes — before investing in culture interventions.

## How to Use This Checklist

Rate each item honestly (0 = Not in place, 1 = Partially, 2 = Established). Complete independently with 2-3 leaders, then compare — discrepancies reveal the most actionable insights. A score below 7/10 in any section indicates that failure mode is likely active.

RATING	MEANING	ACTION
<b>0 — Not in place</b>	Element is absent or unknown	Immediate gap — address before investing
<b>1 — Partially</b>	Some elements exist but inconsistent	Prioritize in next quarter
<b>2 — Established</b>	Consistently in place and functioning	Maintain and optimize

## 01 Systems vs. Individual Focus

The largest study to date (N=46,336) found individual-focused interventions produced no significant improvement. Only organizational-level interventions showed consistent positive effects.

#	ASSESSMENT ITEM	0	1	2
1	Our culture/wellbeing budget allocates more to organizational changes than to individual programs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	We have modified at least one structural work process in the past 12 months based on employee input.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	When employees report stress, our first response is to examine working conditions — not to offer personal coping resources.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Our wellness offerings address root causes (workload, autonomy, manager behavior) rather than symptoms.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	We can identify which teams have the highest structural risk factors.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section Score: \_\_\_ / 10 Threshold: 7/10 (70%) minimum

## 02

## Implementation Fidelity

*Interventions delivered with less than 70% of planned elements produce null effects regardless of design quality.*

#	ASSESSMENT ITEM	0	1	2
1	Our last major change initiative was delivered with at least 70% of the planned elements intact.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	We have a named implementation owner — not just a project sponsor — for culture initiatives.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	We track implementation fidelity metrics, not just outcome metrics.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	When initiatives underperform, we first audit execution quality.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Managers receive specific implementation guidance when rolling out new initiatives.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section Score: \_\_\_ / 10    Threshold: 7/10 (70%) minimum

### 03 Ambivalence vs. Resistance

60-80% of employees occupy an ambivalent middle ground during change. Treating hesitation as hostility converts persuadable employees into active opponents.

#	ASSESSMENT ITEM	0	1	2
1	We distinguish between employees who are undecided and those who are actively opposed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Our change communication acknowledges trade-offs and uncertainties honestly.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Employees have structured opportunities to shape how changes are implemented.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	We actively engage the ambivalent middle rather than focusing on vocal resisters.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Our managers are trained to respond to hesitation with curiosity rather than pressure.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section Score: \_\_\_ / 10 Threshold: 7/10 (70%) minimum

## 04 Measurement Level

Only 3.6% of published studies measure psychological safety correctly at the team level.

#	ASSESSMENT ITEM	0	1	2
1	Our culture survey results are reported at the team level, not just department averages.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	We validate that team members share a common perception before aggregating scores (ICC validation).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	We can identify specific teams with low psychological safety.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Our measurement distinguishes between individual job satisfaction and team-level shared perceptions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Survey results are used to target specific teams for intervention.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section Score: \_\_\_ / 10 Threshold: 7/10 (70%) minimum

## 05

## Implementation-Adaptation Balance

*Excessive standardization ignores contextual differences. Excessive adaptation dilutes effectiveness.*

#	ASSESSMENT ITEM	0	1	2
1	Our culture initiatives have a defined core methodology that remains constant across teams.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	We allow local adaptation in delivery methods while protecting essential elements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Provincial and industry context informs intervention intensity, not just a national template.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	We have criteria for deciding which elements can be adapted and which cannot.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Post-initiative reviews evaluate both outcomes and whether core methodology was maintained.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section Score: \_\_\_ / 10 **Threshold: 7/10 (70%) minimum**

# Readiness Summary

FAILURE MODE	SCORE / 10	STATUS
01 — Systems vs. Individual Focus	/ 10	
02 — Implementation Fidelity	/ 10	
03 — Ambivalence vs. Resistance	/ 10	
04 — Measurement Level	/ 10	
05 — Implementation-Adaptation Balance	/ 10	
<b>TOTAL</b>	<b>/ 50</b>	

## Interpretation

**40-50: Strong readiness** — Proceed with intervention design

**30-39: Moderate readiness** — Address gaps in lowest-scoring sections

**20-29: Significant gaps** — Foundation work needed first

**Below 20: Not intervention-ready** — Invest in diagnostic clarity first

### NEXT STEPS

- Compare ratings across 2-3 leaders independently
- Focus on sections scoring below 7/10
- Start your free PS Assessment at [cultureiqlabs.ca/signup](https://cultureiqlabs.ca/signup)
- Book a discovery call: [cultureiqlabs.ca/book-a-call](https://cultureiqlabs.ca/book-a-call)