

# Implementing best practice guidelines: The RNAO Toolkit

## A summary of

Registered Nurses & #39; Association of Ontario. (2012). Toolkit: Implementation of Best Practice Guidelines (2nd ed.). Toronto, ON: Registered Nurses & #39; Association of Ontario.



National Collaborating Centre  
for Methods and Tools  
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## Categories:

Tool, Appraise, Implement, Evaluate, Organizational capacity and management, Program planning, Situational assessment, Stakeholder analysis and engagement

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## Tool

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## Relevance For Public Health

This tool supports users in developing an implementation plan to move best practice guidelines into practice. A comprehensive resource with checklists, resources and case scenarios, this resource supports groups in working with stakeholders and assessing organizational resources to implement a practice change.

## Description

The Registered Nurses's Association of Ontario (RNAO) developed this resource to help organizations implement best practice guidelines to improve practice and health outcomes. Revised from the original Toolkit (2002) with new additions and resources, [Toolkit: Implementation of Best Practice Guidelines](#) provides a systematic, evidence-based approach to implementing best practice guidelines.

The Toolkit is based on the Knowledge-to-Action Framework (Straus, Tetroe & Graham, 2009), which was adapted for implementation of best practice guidelines. This resource provides templates, case examples and resources for each step of the framework as follows:

- Step 1: Identify problem, review and select knowledge
- Step 2a: Adapt knowledge to local context
- Step 2b: Stakeholder analysis
- Step 2c: Resource assessment
- Step 3: Assess facilitators and barriers to knowledge use
- Step 4: Select, tailor and implement intervention and implementation strategies
- Step 5: Monitor knowledge use and evaluating outcomes
- Step 6: Sustain knowledge use

This toolkit can be used alongside an online module available from the Canadian Institutes of Health Research, *Moving into action: We know what practices we want to change, now what? An implementation guide for health care practitioners*.

## Implementing the Tool

### Who is Involved?

Various roles and stakeholders would be involved in developing and carrying out an implementation plan to change practice.

### Steps for Using Tool

The following steps and resources are outlined in this toolkit:

#### Step 1: Identify problem, review and select knowledge

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These summaries are written by the NCCMT to condense and to provide an overview of the resources listed in the [Registry of Methods and Tools](#) and to give suggestions for their use in a public health context. For more information on individual methods and tools included in the review, please consult the authors/developers of the original resources.

- Identify practice need/gap using quality improvement process data
- Identify new best practice guidelines
- Appraise guidelines using [AGREE II tool](#)
- Select guideline
- Assess gap between current and recommended practice using Gap Analysis Tool

### **Step 2A: Adapt knowledge to local context**

- Use [ADAPTE process](#) (The ADAPTE Collaboration, 2009) to systematically adapt guidelines to local context
- See Appendix D: The ADAPTE Process Framework
- Set up infrastructure to implement best practice guideline

### **Step 2B: Stakeholders**

- Define stakeholders and vested interests
- Perform a stakeholder analysis
- Complete the Stakeholder Influence & Support Grid

### **Step 2C: Resources**

- Create a campaign strategy
- Develop a business case - see Business Case Development Checklist
- Create a plan to attract resources
- Pool resources/build partnerships with stakeholders

### **Step 3: Assess facilitators and barriers to knowledge use**

- Assess facilitators and barriers related to: evidence/guideline, target audience (individuals, teams), resources (environment), organization
- Maximize facilitators
- Make a plan - see Appendix 3.1 Guiding Questions for Facilitators and Barriers
- See resource: [Individual-level barriers to change](#)

### **Step 4: Select, tailor and implement interventions and strategies**

- Select from the comprehensive list of implementation strategies
- Understand the change process during implementation
- See resource: [Change management toolkit](#)

### **Step 5: Monitor knowledge use and evaluate outcomes**

- Evaluate implementation strategies and program outcomes
- See resource: [Evaluation module: CIHR resource](#)

### **Step 6: Sustain knowledge use**

- Develop a positive attitude for sustainable evidence-based practice
- Conduct interprofessional reflective practice
- Ensure appropriate leadership
- See Appendix 6.2 - Sustainability Action Plan

### **Conditions for Use**

The appropriate credit or citation must appear on all copied materials.

### **Evaluation and Measurement Characteristics**

#### **Evaluation**

Information not available

#### **Validity**

Not applicable

#### **Reliability**

Not applicable

#### **Methodological Rating**

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## Tool Development

### Developers

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### Method of Development

The Registered Nurses' Association of Ontario (RNAO) assembled a Review Panel of expert nurses and researchers to review the original Toolkit (published in 2002). The panel considered new evidence and made revisions to ensure the resource provides a systematic, evidence-based approach to implementing best practice guidelines.

### Release Date

2012

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### Resources

<b>Title of Primary Resource</b>	Toolkit: Implementation of best practice guidelines (2nd edition)
<b>File Attachment</b>	None
<b>Web-link</b>	<a href="http://rnao.ca/sites/rnao-ca/files/RNAO_ToolKit_2012_rev4_FA.pdf">http://rnao.ca/sites/rnao-ca/files/RNAO_ToolKit_2012_rev4_FA.pdf</a>
<b>Reference</b>	Registered Nurses' Association of Ontario. (2012). <i>Toolkit: Implementation of Best Practice Guidelines</i> (2nd ed.). Toronto, ON: Registered Nurses' Association of Ontario.
<b>Type of Material</b>	Toolkit
<b>Format</b>	On-line Access
<b>Cost to Access</b>	None.
<b>Language</b>	English, French
<b>Conditions for Use</b>	The appropriate credit or citation must appear on all copied materials

<b>Title of Supplementary Resource</b>	Guideline adaptation: A resource toolkit
<b>File Attachment</b>	None
<b>Web-link</b>	<a href="http://www.g-i-n.net/activities/adaptation">http://www.g-i-n.net/activities/adaptation</a>
<b>Reference</b>	The ADAPTE Collaboration (2009). <i>The ADAPTE Process: Resource Toolkit for Guideline Adaptation</i> . Version 2.0.
<b>Type of Material</b>	Toolkit
<b>Format</b>	On-line Access
<b>Cost to Access</b>	None.
<b>Language</b>	English
<b>Conditions for Use</b>	© 2010 Guideline International Network

<b>Title of Supplementary Resource</b>	A toolkit to facilitate the implementation of clinical practice guidelines in healthcare settings
<b>File Attachment</b>	None
<b>Web-link</b>	<a href="http://www.longwoods.com/content/16515">http://www.longwoods.com/content/16515</a>
<b>Reference</b>	DiCenso, A., Virani, T., Bajnok, I., Borycki, E., Davies, B., Graham, I., et al. (2002). A toolkit to facilitate implementation of clinical practice guidelines in healthcare settings. <i>Hospital Quarterly</i> , 5 (3), 55-60.
<b>Type of Material</b>	Journal
<b>Format</b>	Periodical
<b>Cost to Access</b>	None.
<b>Language</b>	English
<b>Conditions for Use</b>	© 2002 Longwoods Publishing Corp.

<b>Title of Supplementary Resource</b>	Changing nursing practice: Evaluating the usefulness of a best-practice guideline implementation toolkit
<b>File Attachment</b>	None
<b>Web-link</b>	<a href="http://www.longwoods.com/content/17034">http://www.longwoods.com/content/17034</a>
<b>Reference</b>	Dobbins, M., Davies, B., Danesco, E., Edwards, N., & Virani, T. (2005). Changing nursing practice: Evaluating the usefulness of a best-practice guideline implementation toolkit. <i>Nursing Leadership</i> , 18 (1), 34-45.
<b>Type of Material</b>	Journal
<b>Format</b>	Periodical
<b>Cost to Access</b>	None.
<b>Language</b>	English
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