



# MOVE Implementation Team

## What is the purpose of your local MOVE Implementation Team?

- To develop a team of interprofessional staff at your hospital who will plan the implementation, evaluation, and sustainability of MOVE at your hospital.
- The team will select which intervention components will be rolled out at their hospital (based on the results of the STEP Tool), and will work on creating or adapting materials.

## Who is involved?

- The following individuals may have an interest in being a part of your team: advanced practice nurses, clinical managers, care assistants, dietitians, educators, nurses, occupational therapists, pharmacists, physicians, physiotherapists, social workers, etc.
- Consider the following questions when selecting team members:
  - Is the individual able to attend meetings on a consistent basis?
  - Does the individual have prior experience implementing MOVE or another similar intervention?
  - Does the individual have any expertise with implementation science?
  - Does the individual bring a new perspective or skill that is missing from the current team?
  - Does the team have a good mix of clinical professions?
- The team should have two co-chairs who are willing to take the responsibility of facilitating meetings and following up on any action items from meetings.

## Who will coordinate the MOVE Implementation Team?

- The team co-chairs will be responsible for coordination, including scheduling meetings, planning the agenda, taking notes, and holding the team accountable for action items.
- The team members are responsible for collectively developing a brief terms of reference to describe how decisions will be made and what the expectations are for each member.

## How often should the MOVE Implementation Team meet?

- The implementation team is encouraged to meet bi-weekly, until the end of the intervention.