

A3 Readiness Assessment

	Topic	Not Ready	Possibly Ready	Ready	Ideal	Observations & Opportunities
Goals	Goal Alignment	Goal does not align with Organizational Goals	Goal aligns with Organizational Goals but is not measurable	Goal aligns with Organizational Goals and is measurable	Goal aligns with Organizational Goals and will be incorporated into Active Daily Mgmt.	
Leadership	Management Support	Manager(s) will not support the improvement process or are not aligned	Manager(s) will support the improvement process and are aligned	Manager(s) will participate, are aligned, and will communicate urgency	Manager(s) will participate, are aligned, will communicate urgency and use ADM	
	Sponsor/ Champion Support	Sponsor(s) will not support the improvement process or are not aligned with each other	Sponsor(s) will support the improvement process and are aligned	Sponsor(s) will participate in status sessions and will support the Manager(s) and Staff	Sponsor(s) will incorporate status into the business and do Linked-Rounding with Manager(s) and Staff	
	Organizational Previous Successes or Failures	Prior improvements were not successful and they did not learn from failures	Prior improvements were successful but gains were lost	Prior improvements were successful and gains are sustained	Prior improvements continuously improve, they learn from failures	
Stakeholders	Staff	Staff is resistant to change	Staff is neutral to change but will participate	Staff is receptive to change and will participate	Staff desires change and will participate	
	Others (others affected by the change)	Stakeholders are resistant to change and will not participate	Stakeholders are neutral to change but will participate	Stakeholders are receptive to change and will participate	Stakeholders desire change and will participate	
Environment	Resources	The organization does not have the capacity or resources to improve	The organization has the capacity to improve but not enough resources	The organization has the capacity and resources to improve	The organization has the capacity and resources to improve and grow	
	Orderliness (5S)	The workplace orderliness and processes will inhibit the improvement process	The workplace is organized, but process disorder will inhibit the improvement process	The workplace is organized, processes are standardized and followed	The workplace is organized, processes are standardized and continuously improved	
Other	Other relevant information or issues					