**Implementation Readiness Checklist**

| **Milestone** | **Completed** |
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| *Recruitment plans are finalized* | |
| All sites identified (documentation of site commitment) |  |
| Methods for accurately identifying participants validated |  |
| All agreements for necessary subcontracts in place |  |
| *Ethical/regulatory aspects are addressed* | |
| Coordinated IRB oversight in place |  |
| Finalized plans for informed consent or waiver of informed consent |  |
| Finalized data and safety monitoring plan |  |
| *Intervention is fully developed and finalized* | |
| Finalized intervention (including materials and training at sites) ready for site implementation |  |
| Finalized protocol is IRB approved (informed consent and data collection forms, if applicable) |  |
| *Data collection methods are adequately tested* |  |
| Validated methods for the electronic health record information |  |
| Validated study surveys, interviews, or other data collection modes |  |
| Demonstrated quality assurance and harmonization of data elements across healthcare systems/sites |  |
| Statistical and data analysis methods have been adequately developed |  |
| *Budget is realistic and feasible* |  |