Are you ROOT-ready?

Click here to register

START

Are the SLTs in your team/service trained in or familiar with using TOMs?

No →

Members using the ROOT should be familiar with the principles and scales of the TOMs (Enderby and John 2015; Enderby and John 2019) and have practiced using this approach regularly. This can be achieved through a number of routes, including:

- Completing a formal TOMs training course
- Attending local training provided by colleagues who have completed a formal TOMs training course (or are qualified TOMs trainers), and practising using the TOMs with a minimum of 10 cases
- Using the Therapy Outcome Measure User Guide (Enderby and John 2019) and practising using the TOMs with a minimum of 10 cases.

When practising, you should check your rating of cases with a colleague who is familiar or has been trained in the use of the TOMs.

Yes

Do you undertake regular reliability checks in your team/service?

No →

Checking reliability regularly is advised for all users. When comparing your scores with colleagues, you should aim to be within 0.5 of each other. Resources to support with this include:

- Chapter 2 of the Therapy Outcome Measure User Guide (Enderby and John 2019) and Chapter 3 of the Therapy Outcome Measure for Rehabilitation Professionals, Third Edition (Enderby and John 2015), which outline methods for maintaining reliability
- Therapy Outcome Measure Rehabilitation Discussion Group' on MedShr available via https://rcslt-root.org/Content/TOMs

Yes

Have you begun the process of engaging key colleagues in your organisation to discuss the possibility of using the ROOT?

No →

SLT teams/services interested in potentially using the ROOT will need to secure approval from their organisation before using the tool. The RCSLT have developed an information pack to support conversations with relevant IT and information governance personnel, available here: https://rcslt-root.org/Content/getting-ready-to-use-the-root

Yes

Will you be using the "direct data entry" method or the "data upload" method to share your data with the ROOT?

Direct data entry: Entering service user data directly into the software system

Data upload: Uploading data from an existing local database (e.g. a local IT system such as SystmOne, RiO) to the ROOT

Data upload

Have you checked that your database structure meets the specification to ensure that it is compatible with the ROOT?

No →

The RCSLT have developed a specification to support discussions with IT suppliers about database requirements, available here: https://rcslt-root.org/Content/getting-ready-to-use-the-root

Direct data entry

Yes

Have you completed any documentation required by your organisation, where appropriate, and been approved to use the ROOT?

No →

The documentation that you will be required to complete will depend on your organisation and local policies. These may include, but are not limited to, privacy impact assessments and information sharing agreements. The RCSLT Information Governance Resource Pack has been developed to support with this, available here: https://rcslt-root.org/Content/getting-ready-to-use-the-root

Yes

Has your organisation completed the data processing agreement with Different Class Solutions Ltd?

No →

Once you have completed all of the above steps and logged this on the ROOT, we will contact you with the agreement.

Yes

Have those who need access to the ROOT had the appropriate training?

No →

To access training modules, please visit our training resources: https://rcslt-root.org/Content/root-training-resources

Yes

Direct data entry next steps | **You're ROOT-ready!** | Data upload next steps

RCSLT Online Outcome Tool
ROOT-ready flowchart
September 2019

Should you have any queries or questions, please do not hesitate to contact ROOT@rcslt.org