

ORGANISATIONAL DEVELOPMENT PLAN

HiFlex Physio

Organisational Development Plan

Project Name

Prepared By

Date (MM/DD/YYYY)

Contents

04 Introduction

04 Organisational Development Scope - Overview

Stakeholder Management
Communication
Training
Stakeholder Objectives

08 Communication Objectives

09 Training Objectives

Perform and Analyse the Results of a Job/ Workflow Impact Analysis
Provide the Organisation with Information Necessary to Prepare for Upcoming Changes
Develop Curriculum and Content
Post- Implementation Steps

12 Organisational Change Management: Approach and Resources

14 Additional Information

1. Introduction

2.Organisational Development Scope - Overview

a. Stakeholder Management

Stakeholder Name	Awareness (H/M/L)	Degree of Support	Influence (H/M/L)	Plan

b. Communication

c. Training

d. Stakeholder Objectives

Stakeholder Group	Optimum Communication Channel	**Known Concerns:** suspected basis for resistance (if any)

Name of Executive	Position	Proposed Supporting Actions

Name	Division / Dept	Contact Information

3. Communication Objectives

4. Training Objectives

a. Perform and Analyse the Results of a Job/Workflow Impact Analysis

Name	Position	Position Task - Workflow Task	Skill Required	Skill Exists?	Type of Training Required

b. Provide the Organisation with Information Necessary to Prepare for Upcoming Changes

Policy / Procedure	Type of Change Required	Suggested Plan

c. Develop Curriculum and Content

Stakeholder Group	Type of Training Required	Optimum Setting	Delivery Method	Delivery Method

Training Documents	Author(s)	Reviewer(s)

Training Facility	Stakeholder Group(s)	Type of Training	Date

d. Post-Implementation Steps

Department/ Division	Support Staff Name	Support Period

5. Organisational Change Management: Approach and Resources

Liaison Name	Department	Contact Information

Liaison Name	Department	Contact Information

Team Member Name	Department	Contact Information

Speaker	Target Organisation	Type of Presentation	Date (s)

Additional Information