**WPV Program Planning**

**Tips for Solution Development**

**When selecting the most appropriate solution(s)**

**Consider:**

1. **Effectiveness of the solution -** Does the solution eliminate or reduce the risk factors?

Sample Effectiveness Rating Scale

4 = Risk factors/hazard fully eliminated

3 = Risk factors/hazard mostly eliminated

2 = Some risk factors/hazard eliminated

1 = Few or no risk factors/hazard eliminated

1. **Cost**

|  |  |  |
| --- | --- | --- |
| * **Immediate & on-going costs of the solutions** - consider equipment, tools, installation, maintenance, ongoing supplies, etc., and resources (staff time/cost), training costs etc. | ***versus*** | **The full benefit of solutions to organization** i.e. operational gains (e.g., reduced injury, overall insurance costs and liability; reduced employee turnover and associated costs with recruitment etc.; improved patient and staff satisfaction, quality of care, and regularity compliance etc.) |

1. **Other Considerations**

* Time to Implement
  + The time until the problem is corrected
  + Timeliness
  + Is the task/process/physical environment going to change or be eliminated soon?
* How many employees perform the task?
* How often is the task performed?
* How serious are the risk factors?
* Is the proposed solution technical feasibility?

**To Assist in Choosing a Solution - Plot Solutions on ‘Value vs. Cost Matrix’ - See below**

**90**

**Cost of Solution**

**Low**

**Low**

**High**

**High value or effectiveness #4/low cost solutions are**

**preferred choices**

**High**

**Value or Benefit**

**of**

**Solution**

**Low value or effectiveness #1/high cost solutions are least preferred**

**Low**

**High**

**Low**

**Cost of Solution ($$$, Resources etc.)**