Listen2Baby Toolkit - Implementation Planning Checklist

Phase 1: Initial Engagement

Task	Done (Yes/No)	Person responsible	Date	Notes/comments
Understand L2B and how it supports your unit				
Engage Fetal Monitoring Leads and identify L2B Coordinator				
Complete L2B Fitness Check				
Watch 'How to Make the Case for IA' by Emma Neville				
Prepare and present case to senior leadership				

Phase 2: Team Formation

Task	Done (Yes/No)	Person responsible	Date	Notes/comments
Form L2B Implementation Team (L2BIT)				
Hold first L2BIT meeting - review Fitness Check - agree and define who is eligible for IA - plan baseline data collection				

Phase 3: Baseline Assessment

Task	Done (Yes/No)	Person responsible	Date	Notes/comments
Conduct 7-day IA audit Number of women - arriving in unit - eligible for IA - have IA at start of labour - with second midwife present at birth - with second midwife present during second stage				

Phase 3: Baseline Assessment - *continued*

Task	Done (Yes/No)	Person responsible	Date	Notes/comments
Review information given to women about monitoring options - What is give, when, by who, in what format? - Is it documented that a conversation took place with a HCP about monitoring?				

Phase 4: Planning & Prioritization

Task	Done (Yes/No)	Person responsible	Date	Notes/comments
Hold second L2BIT meeting with Community Matron to review audit and set priorities				
Develop action plan with timeline				

Phase 5: Pre-Launch Preparation

Task	Done (Yes/No)	Person responsible	Date	Notes/comments
Offer of IA Share and make visible IA eligibility criteria				
Data collection on IA Review and improve data collection and sharing				
Talking with women Align with L2B and document information for women				
Training & support Conduct multidisciplinary IA training including fetal physiology and resident doctors				
Support different counting methods				
Establish support structures (mentors, second midwife presence, holistic peer review)				
Equipment Ensure access to equipment and appropriate birthing room setup				
Documentation Ensure complete and contemporaneous documentation				

Phase 6: Launch & Sustain

Task	Done (Yes/No)	Person responsible	Date	Notes/comments
Identify IA champions in key areas				
Set and coordinate launch date with SLT				
Establish regular progress review meetings				
Monitor training needs and IA implementation metrics				
Maintain enthusiasm and engagement				