

First workflow readiness check

Most organisations do not have an AI problem, they have a prioritisation and execution problem. Work through this page with your leadership team before you commit to anything. If you cannot answer a line, you have not yet made the decision.

01 Name the work

One workflow. Not a portfolio.

THE WORKFLOW

ACCOUNTABLE EXECUTIVE, OWNS THE OUTCOME

PRIMARY MEASURE, AGREED BEFORE WORK BEGINS

SAFETY OR QUALITY MEASURE BESIDE IT

02 The five tests

All five must pass, not most.

- ☐ It has enough **volume** for improvement to make a credible impact.
- ☐ One executive **owns the outcome** and has authority to change the process.
- ☐ The **safety risk is low** and the consequences of error are contained.
- ☐ The required **information is accessible** without a major integration programme.
- ☐ Success is **measurable in a number** the executive team already understands.

03 Governance your operators can actually answer

Administrative work too, not only clinical.

- ☐ What decision or task is the system supporting?
- ☐ What information does it use, and where does that go?
- ☐ What is the human role in reviewing or overriding output?
- ☐ What errors are plausible, and how will they be detected?
- ☐ Who handles exceptions or incidents?
- ☐ What will be monitored after launch?
- ☐ Under what conditions would the workflow be paused or withdrawn?
- ☐ What will staff stop doing when this goes live?

04 The 90-day pattern

Evidence, not a predetermined answer.

DAYS 1 TO 30

Select and define

One workflow. Named executive. Baseline and safety measures. A small multidisciplinary team including the people who do the work.

DAYS 31 TO 60

Redesign, then choose

Map the current work, agree the future state, decide where human review sits. Only then select the smallest viable technology.

DAYS 61 TO 90

Launch and learn

Real users, real work, controlled scope. Monitor quality and safety. Fix the workflow, not just the tool. Report honestly.

THE QUESTION FOR LEADERS

"Which important workflow are we prepared to improve, change, measure and own?"

If there is no clear answer, the organisation is not yet ready to turn AI investment into meaningful improvement, regardless of how advanced its technology strategy appears. If there is one, start there.