Before making adaptations, follow these steps:

Identify the Potential Adaptation

What is the desired adaptation?	Why is it needed?

Examine the Potential Impact on Outcomes

Will the core components or the theory of change be affected?	Will the intended outcomes be affected?

Consult with the Program Developer

Seek strategies to address the perceived need instead of adapting	Seek strategies to implement the adaptation without corrupting the core components

Document Adaptation Efforts

List: justification, specifics of the adaptation, and the implementation start date	Track adaptation impacts on implementation (population served, dosage, delivery, etc.)

Include Fidelity & Adaptation Issues in the Evaluation Process

Plan to monitor fidelity to the original model and to the new adaptation protocol	Plan to assess the adaptation (i.e. usability, staff and client satisfaction, etc...)

Implement & Assess the Impact of the Adaptation

Did the adaptation address the reasons for which it was enacted?	Are the outcomes equal to or better than those reported before the adaptation?