

## **Business case worksheet<sup>1</sup>**

**Title of Project / Business Case:**

### **1. Executive Summary**

### **2. Introduction**

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<sup>1</sup> Based on business case template of the Central and North West London NHS Foundation trust

### **3. Background**

### **4. Current Capacity & Demand**

## **5. Key Drivers**

## **6. Proposed Solution**

## 7. Options Appraisal

Option 1:	
Detail	
Benefit	
Risk	
Cost	
Evaluation	

**Option 2:**

Detail	
Benefit	
Risk	
Cost	
Evaluation	

**Option 3:**

Detail	
Benefit	
Risk	
Cost	
Evaluation	

## **8. Preferred Option**

## **9. Costing Analysis**

## **10. Expected Outcomes**

## 11.Risks

## 12. Key Milestones

Milestone	Anticipated Dates