Additional file 3

**Staff time collection template**

The below template was administered to project staff and relevant stakeholders to record the time spent (in hours) on key activities related to the three stages of the simulation modelling implementation strategy.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Current position | Salary | | Time spent on project activities 1 | | | |
|  | Pay level | Pay stream | Stage 1 | Stage 2 | Stage 3 |
|  |  | Executive / Medical / Nursing / Allied health / Admin | Hours  (min. – max.) | Hours  (min. – max.) | Hours  (min. – max.) |
| *Example, Director of physiotherapy* | *HP6* | *Allied Health* | *5 hours (2 – 7)* | *5 hours (2 – 7)* | *5 hours (2 – 7)* |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

1 Stage 1 of the project included stakeholder engagement, model development and initial modelling results. Stage 2 included exploration of feasible scenarios. Stage 3 involved making changes to service delivery. Refer to the manuscript for more details.