Get Your ARRS Fit

Workforce Planning Checklist



Following the How Fit Is Your ARRS? webinar, use this checklist to assess your practice across the five pillars of ARRS fitness.

October is when workforce weaknesses become visible. The question is not whether you have ARRS roles in place — it is whether your model is actually working.

- Where your workforce model is working
- Where governance risks exist
- Whether your investment is delivering value
- What action to take before October

The October Planning Timeline

1. **NOW** — Assess your ARRS model and identify gaps
2. **AUGUST** — Make your decision and complete onboarding paperwork
3. **SEPTEMBER** — Onboarding and mobilisation (4–6 weeks to go live)
4. **OCTOBER** — Go live and be ready for winter planning deadline

01 Structure: Is your workforce fit for purpose?

- [ ] Can every ARRS clinician clearly define what success looks like in their role?
- [ ] Do you know exactly how much GP capacity your ARRS roles release each week?
- [ ] Would the service still function effectively if one key person left tomorrow?
- [ ] Are Clinical Pharmacists supported by Pharmacy Technicians, rather than working in silos?
- [ ] Are you carrying vacancies unfilled for 3 or more months?
- [ ] Is your ARRS model fully managed end to end, or are GP Partners absorbing recruitment, supervision and governance themselves?

02 Governance: Is your model clinically safe?

- [ ] Is supervision for all ARRS roles documented, structured, and consistent?
- [ ] Does every clinician have a clear escalation pathway for complex or new-presentation clinical queries?
- [ ] Are clinical boundaries clearly defined so pharmacists handle medicine-related work and GPs handle differential diagnosis?
- [ ] Are regular clinical audits carried out on all ARRS work?
- [ ] Are GP Partners spending excessive time supervising, reducing the capacity-saving benefit?
- [ ] Does your current governance model fully protect the practice from liability risk?

03 Outcomes: Can you prove it is delivering value?

- [ ] Can you demonstrate how much GP capacity your ARRS team releases each month?
- [ ] Are you measuring meaningful clinical and operational outcomes, not just activity volumes?
- [ ] Do you receive regular reports that give you visibility of what your clinicians are actually delivering?
- [ ] Can you evidence improvements in access, safety, or patient care?
- [ ] Could you demonstrate the value your ARRS investment is delivering to your partners tomorrow?

04 Funding: Are you maximising your ARRS allocation?

- [ ] Do you know your exact remaining ARRS budget for the current financial year?
- [ ] Have you projected likely underspend by year end based on current staffing?
- [ ] Have you explored managed service options to deploy underspend legally and efficiently?
- [ ] Is your funding being used to address the highest-impact capacity gaps, not just the easiest roles to fill?

05 Planning: Are you ready for October and beyond?

- [ ] Do you have a documented ARRS workforce plan for the next 12 months?
- [ ] Have you identified likely vacancies, capacity gaps, and underspend ahead of the deadline?
- [ ] Is your model resilient if funding, demand, or personnel change unexpectedly?
- [ ] Have you agreed your workforce intentions ahead of the October planning deadline?

What is your ARRS fitness score?

Count how many times you answered No or Unsure across the 23 questions above.

My ARRS Fitness Score: _____ / 23

- 0-4 No or Unsure — Your model appears broadly ARRS fit
- 5-10 No or Unsure — Some areas need attention before October
- 11+ No or Unsure — Your model may carry significant operational or governance risk

What your answers may be telling you

If your score highlights several areas for improvement, your ARRS model may be creating more work than it saves — with risks around governance, wasted funding, and reduced GP capacity.

My top three priorities before October:

1. _____
2. _____
3. _____

Your next step

If your score highlights several areas for improvement, a free 30-minute ARRS Fitness Review will help you identify exactly where to focus before October.

Book Your Free ARRS Fitness Review

corepresribingsolutions.co.uk/contact-us



- Fully managed clinical pharmacy teams
- Governance, supervision and recruitment handled
- Measurable GP capacity saved and outcomes delivered

Let's make your ARRS model work harder for your practice.