DELIVERABLES · COMPLETE

# Every file, and what it is for

## *Thirty-four files. No filler, no stock assets, no upsell.*

The toolkit follows the sequence a regulated evaluation actually takes: scope the hazards, observe the work, validate with enough users, then write evidence a reviewer will accept. This is the complete breakdown, including format and page count.

| MODULE | FILE | FORMAT | PP | JOB | WHAT IT DOES |
|---|---|---|---|---|---|
| Start Here | **Quick Start Guide** | PDF / DOCX | 8 | Orientation | The whole method on eight pages: which evaluation to run first, which file to open, how the modules connect. |
| Scoping & Governance | **Clinical UX Evaluation Proposal** | PDF / DOCX | 7 | Commercial | A priced proposal written for a clinical or regulatory buyer, with exclusions and a signature block. |
| Scoping & Governance | **Scoping & Risk Worksheet** | PDF / DOCX | 5 | Commercial | User groups, care settings, hazards in scope, access, timeline and the evidence the buyer needs. |
| Scoping & Governance | **Statement of Work** | PDF / DOCX | 4 | Commercial | Deliverables, acceptance, change control, IP and payment terms for a regulated engagement. |
| Safety & Access Scorecard | **Clinical UX Safety & Access Scorecard** | PDF / DOCX | 10 | Instrument | Seven dimensions, fifty-six criteria, each with a written 0 anchor and 4 anchor and the evidence type required. |
| Safety & Access Scorecard | **56-Criterion Rubric** | PDF / DOCX | 8 | Instrument | All fifty-six criteria with the regulatory clause each one maps to. |
| Safety & Access Scorecard | **Scorecard Workbook** | XLSX | — | Instrument | Live scoring across fourteen tabs, including the safety cap and the hazard traceability log. |
| Clinical Task Analysis | **Task & Workflow Analysis Kit** | PDF / DOCX | 7 | Instrument | Observation protocol, task inventory and the interruption model, drawn from SEIPS. |
| Clinical Task Analysis | **Use-Error Hazard Log** | PDF / DOCX | 8 | Instrument | Captures use errors, near misses and workarounds, and traces each to a design cause. |
| Usability Validation | **Formative Test Protocol** | PDF / DOCX | 10 | Instrument | Moderated sessions in context, with the task set, the probe script and the severity call. |
| Usability Validation | **Summative Validation Protocol** | PDF / DOCX | 10 | Instrument | The validation protocol: 15 participants per distinct user group, task success, use error and root cause. |
| Usability Validation | **Participant Screener & Consent Pack** | PDF | 5 | Instrument | Screener, consent, recording release and data-handling notice. |
| Accessibility & Health Literacy | **Accessibility Audit Guide** | PDF / DOCX | 8 | Instrument | WCAG 2.2 AA pass conditions on the clinical critical path, with assistive-technology test scripts. |
| Accessibility & Health Literacy | **Plain-Language & Health Literacy Review** | PDF / DOCX | 6 | Instrument | Readability, terminology and numeracy review against the literacy range of the population served. |

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|---|---|---|---|---|---|
| Report & Traceability | **Clinical UX Report Template** | PDF / DOCX | 9 | Report | A complete sample report: summary, method, findings, severity, hazard traceability, limitations. |
| Report & Traceability | **Use-Error & Risk Traceability Matrix** | PDF / DOCX | 7 | Report | Maps every hazard to the evidence, the finding and the design change that closes it. |
| Bonus - Source Files | **SUS & NASA-TLX Scoring Workbook** | XLSX | — | Bonus | Pre-built scoring for the System Usability Scale and NASA Task Load Index, with benchmarks. |
| Bonus - Source Files | **Severity & Priority Calculator** | XLSX | — | Bonus | Severity x frequency x detectability, producing a defensible priority order. |
| Bonus - Source Files | **Figma Test Session Board** | FIG | — | Bonus | An editable board for running sessions: task, observation, quote, error, severity. |
| Bonus - Source Files | **README** | MD | — | Bonus | How to import, duplicate and licence the source files. |

Formats: PDF for reading and sending, DOCX for editing and rebranding, XLSX for the live scoring model, PPTX for the readout, PNG and JAM for workshop boards, FIG for the Figma source, JSON for token export. 34 files in total. Every PDF has an editable counterpart except the bonus source files, which are supplied in their native format.