

VERX ACO

SELF-ASSESSMENT

Digital Transformation Readiness Assessment

A practical self-evaluation for leaders planning technology-enabled change.

Digital transformation readiness

Score each statement from 1 to 5 based on current evidence, not aspiration. Complete the assessment with representatives from leadership, operations, technology and the people who will use the resulting capability.

1 = not in place, 2 = emerging, 3 = partly established, 4 = working consistently, 5 = strong and evidenced.

1. Strategy and ownership

We can name the operational outcome digital improvement should create.	1	2	3	4	5
An accountable leader owns the decision and the outcome.	1	2	3	4	5
Priorities are understood across the teams affected.	1	2	3	4	5

Evidence, risks or actions

2. Processes and service delivery

Our core processes are documented well enough to improve.	1	2	3	4	5
We can identify where delays, rework or manual hand-offs occur.	1	2	3	4	5
We understand what customers or staff experience today.	1	2	3	4	5

Evidence, risks or actions

3. Data and systems

We know which systems hold critical operational information.	1	2	3	4	5
Data quality and access issues are visible and owned.	1	2	3	4	5
Integration, security and continuity constraints are understood.	1	2	3	4	5

Evidence, risks or actions

4. People and adoption

The people affected are involved early in defining the change.	1	2	3	4	5
Training, communication and support capacity are planned.	1	2	3	4	5
Teams have enough time and authority to adopt new ways of working.	1	2	3	4	5

Evidence, risks or actions

5. Delivery and governance

Scope can be broken into a useful first release and later phases.	1	2	3	4	5
Risks, dependencies and decision gates can be reviewed regularly.	1	2	3	4	5
Success measures include adoption and operational performance, not only launch.	1	2	3	4	5

Evidence, risks or actions

Interpretation and action plan

Add the 15 statement scores. The total is a conversation starter, not a maturity certificate.

- 15-29: Foundation first - clarify ownership, priority processes and essential information before selecting major technology.
- 30-44: Ready for focused improvement - choose a bounded operational problem, address known gaps and deliver in phases.
- 45-60: Ready to scale deliberately - strengthen governance, integration and measurement as delivery expands.
- 61-75: Strong readiness - protect adoption, operational learning and continuous improvement as complexity grows.

Our three priority actions

1.

2.

3.

Recommended next step

Use the lowest-scoring dimension to define the next readiness action. If you need help turning the findings into a practical roadmap, share the completed assessment with Verx ACO.