

# Clinical Governance Maturity Matrix

## The CGMM self-assessment process and checklist

OFFICIAL

### The CGMM self-assessment process

The CGMM self-assessment process aligns with the improvement cycle outlined in the VCGF: **Plan, Monitor, Learn, Improve** (Victorian Government, 2023). This cycle provides leaders with a structured approach to adopt the ideal clinical governance mindset and turn governance principles into action. The CGMM supports a learning mindset. It's not about achieving high scores but about understanding current maturity and identifying meaningful next steps.

Each stage of the CGMM cycle includes suggested steps and examples of how services might approach the work depending on their size, capacity, and existing governance structures. The process should be informed by relevant data and insights, and organisations are encouraged to familiarise themselves with the CGMM workbook before commencing an organisational clinical governance maturity assessment.



Figure 1: Clinical Governance Maturity Self-Assessment cycle

## CGMM checklist

This checklist is designed to support you to prepare and complete the Clinical Governance Maturity Matrix (CGMM) self-assessment. The checklist should be used alongside the CGMM guidebooks to ensure a clear and coordinated approach to your clinical governance self-assessment.

Clinical Governance maturity self-assessment stage: **Plan**

### 1. Establish your test project team and prepare for the clinical governance maturity assessment:

- Form a team to lead and support completion of the CGMM self-assessment
- Determine how the organisation will administer the CGMM self-assessment
- Ensure team members are familiar with, and have access to the CGMM resources
- Confirm each member understands their role and responsibilities in the CGMM self-assessment process
- Establish clear channels for updates, questions, and feedback during the CGMM self-assessment process

Role	Responsibilities	Name	Complete
Executive sponsor	<b>Proactively identifies and removes barriers to progress, ensuring successful delivery of the clinical governance maturity assessment:</b> <ul style="list-style-type: none"> <li>• Maintain accountability for the organisation's clinical governance maturity self-assessment, aligning activities with strategic priorities and core values.</li> <li>• Is as a visible and influential champion of the clinical governance maturity self-assessment.</li> <li>• Serve as the ultimate decision-maker, providing final approval on all phases, deliverables, and scope changes</li> </ul>		<input type="checkbox"/>
Clinical governance domain leads	<b>Drives the day-to-day progress of the CGMM self-assessment:</b> <ul style="list-style-type: none"> <li>• Leads completion of the domain self-assessment</li> <li>• Identifies and collaborates with stakeholders including clinicians, technical experts, and organisational leaders to complete the domain assessment</li> <li>• Supports quality improvement initiatives, measurement strategies, and data collection activities</li> <li>• Ensure timely completion of the clinical governance maturity self-assessment</li> </ul>		
	Domain	Lead	
	Leadership and culture		<input type="checkbox"/>
	Partnering with consumers		<input type="checkbox"/>
	Workforce		<input type="checkbox"/>
	Risk management		<input type="checkbox"/>
	Clinical practice		<input type="checkbox"/>

Key stakeholders	<b>Supports the domain leads with deliverables:</b> <ul style="list-style-type: none"> <li>Contributes to planning, implementation, and evaluation of the CGMM self-assessment</li> <li>Ensures alignment with organisational priorities and clinical governance principles</li> </ul> <b>Key stakeholders may include:</b> <p><b>Senior Managers:</b> shares insights from the local work environment. Acts as a key link between the CGMM self-assessment team and broader health service teams.</p> <p><b>Human Resources Representatives:</b> provides strategic workforce advice and organisational support.</p> <p><b>Quality and Risk Manager:</b> offers expertise in project management and quality improvement.</p> <p><b>Clinical Governance Advocates:</b> staff passionate about clinical governance who interested in actively supporting the clinical governance maturity assessment process.</p> <p><b>Consumer representatives:</b> provide the unique perspective of the consumer experience of the organisation's clinical governance.</p> <p>(Refer to the CGMM Guidebooks- <a href="#">Part 1 self-assessment guide – preparation and completion</a> for a more extensive stakeholder list)</p>	
	Domain	Stakeholders
	Leadership and culture	<input type="checkbox"/>
	Partnering with consumers	<input type="checkbox"/>
	Workforce	<input type="checkbox"/>
	Risk management	<input type="checkbox"/>
	Clinical practice	<input type="checkbox"/>

Clinical Governance maturity self-assessment stage: **Monitor**

**2. Administer the CGMM self-assessment:**

- Refer to 'Table 2 – Suggested clinical governance data' to support the assessment as detailed in **Part 1: Self-assessment guide – Preparation and completion**
- Use the instructions in the 'CGMM instructions' tab located in the **CGMM Self-assessment workbook or health services** CGMM to guide the process
- Use the **CGMM Self-assessment workbook for health services** to document your clinical governance maturity self-assessment by clinical governance domain

Activity	Domain lead	Due date	Complete
<b>Leadership and Culture</b> Identify key documents, collaborate with key stakeholders, and complete the Leadership and Culture maturity assessment in the CGMM workbook.			<input type="checkbox"/>
<b>Partnering with consumers</b> Identify key documents, collaborate with key stakeholders, and complete the Partnering with consumers maturity assessment in the CGMM workbook.			<input type="checkbox"/>
<b>Workforce</b> Identify key documents, collaborate with key stakeholders, and complete the Workforce maturity assessment in the CGMM workbook.			<input type="checkbox"/>
<b>Risk management</b> Identify key documents, collaborate with key stakeholders, and complete the Risk management maturity assessment in the CGMM workbook.			<input type="checkbox"/>
<b>Clinical practice</b> Identify key documents, collaborate with key stakeholders, and complete the Clinical practice maturity assessment in the CGMM workbook.			<input type="checkbox"/>

Clinical Governance maturity self-assessment stage: **Learn**

**3. Analyse results:**

- Review and share the findings of the CGMM self-assessment collectively and collaboratively
- Identify and celebrate areas of clinical governance excellence
- Identify clinical governance gaps and improvements opportunities
- Determine if the results align with expected outcomes and current organisational context and goals

Activity	Person/s Responsible	Due date	Complete
Analyse CGMM results			<input type="checkbox"/>
Celebrate clinical governance strengths			<input type="checkbox"/>
Identify clinical governance gaps			<input type="checkbox"/>
Develop a clinical governance maturity report with visual summaries			<input type="checkbox"/>
Present findings for reflection and feedback			<input type="checkbox"/>

Clinical Governance maturity self-assessment stage: **Improve**

**4. Plan your improvement actions:**

- Prioritise the most urgent clinical governance improvement areas
- Identify organisational clinical governance maturity goals for the next 12 months
- Develop and implement a clinical governance improvement plan
- Allocate roles and responsibilities and timelines for clinical governance improvements
- Share the results of the CGMM self-assessment and your clinical governance improvement plan

Activity	Person/s Responsible	Due Date	Complete
Prioritise improvement opportunities			<input type="checkbox"/>
Develop and share your Clinical Governance Improvement plan			<input type="checkbox"/>
Allocate roles, responsibilities and timelines			<input type="checkbox"/>
Schedule next clinical governance self-assessment			<input type="checkbox"/>

To receive this publication in an accessible format [email Safer Care Victoria](mailto:info@safercarevictoria.vic.gov.au)  
<info@safercarevictoria.vic.gov.au>

Authorised and published by the Victorian Government, 1 Treasury Place, Melbourne.

© State of Victoria, Australia, Safer Care Victoria, November 2025

ISBN/ISSN

Available at the [Safer Care Victoria website](https://www.safercare.vic.gov.au) <https://www.safercare.vic.gov.au>

