

OPTIMIST PRACTICAL TOOL

Talent Decision Readiness Diagnostic

A 15-question check for organisations making development, succession, selection or potential decisions with greater confidence.

15 questions

5 focus areas

10-15 minutes

How to use this diagnostic

For each statement, circle one score. Use the score that most closely reflects current practice, not the intended process.

1	2	3	4	5
Not in place	Inconsistent	Partly established	Usually effective	Consistently strong

#	Focus area	Statement	Score
1	Decision clarity	The organisation is clear whether the decision concerns selection, development, succession or readiness.	1 2 3 4 5
2	Decision clarity	Decision-makers agree the purpose and limits of the assessment before it begins.	1 2 3 4 5
3	Decision clarity	Participants understand how their information will be used and communicated.	1 2 3 4 5
4	Role criteria	Role requirements are translated into observable competencies and success criteria.	1 2 3 4 5
5	Role criteria	Assessment criteria reflect the level, context and challenges of the role.	1 2 3 4 5
6	Role criteria	Criteria distinguish current performance from potential or development readiness.	1 2 3 4 5
7	Evidence quality	The assessment uses more than one relevant source of evidence where appropriate.	1 2 3 4 5
8	Evidence quality	Exercises and tools are matched to the decision rather than used by habit.	1 2 3 4 5
9	Evidence quality	Observers or assessors are prepared to interpret evidence consistently.	1 2 3 4 5
10	Feedback	Feedback is respectful, specific and connected to development action.	1 2 3 4 5
11	Feedback	Participants leave with practical strengths and development priorities.	1 2 3 4 5
12	Feedback	Managers know how to support development after feedback is given.	1 2 3 4 5

#	Focus area	Statement	Score
13	Governance	Talent decisions are reviewed for consistency and fairness across groups.	1 2 3 4 5
14	Governance	Assessment data is handled responsibly and retained only for the agreed purpose.	1 2 3 4 5
15	Governance	Leadership reviews translate talent insight into visible succession or development action.	1 2 3 4 5

Interpret your score

Add the 15 scores. The total is a starting point for a focused conversation, not a formal audit result.

15-35	Needs attention	The current system or practice may be unclear, inconsistent or difficult to use. Start with the essential conditions before adding more activity.
36-55	Developing	Useful elements are present, but application is likely to vary. Identify the weak links and strengthen the practical management rhythm.
56-75	Established	The foundation is working. Focus on calibration, continuous improvement and the conditions that will keep the practice useful as the business changes.

Three practical next steps

01. Define the decision before choosing a tool or assessment method.
02. Review the role criteria and remove generic competencies that do not matter.
03. Plan feedback, manager follow-through and data governance from the beginning.

Need a clearer starting point?

OptiMist helps organisations make the underlying issue clearer and design a practical response around real operating conditions.

Write to teams@optimistindia.in to discuss your starting point.