

create your own take-it-back agenda

Now that you have seen a suggested Take it Back agenda and thought through some of the particular logistics for your team, take some time to create your own Take it Back agenda using the time and resources you have available.

Time Available:

Objectives:

By participating in this meeting, team members will:

- Reveal program strengths and areas for improvement by reading data.
- Refine a set of goals.
- Create Program Improvement Plan to Realize goals.

Materials:

Opening (How will you set the stage?)

Reveal (How will you support the team in reading the data?)

Refine (How will you support goal selection and development?)

Realize (How will you support development of a complete improvement plan?)

Reflect (How will you close the session?)

Notes (Are there other ideas or considerations for your team?)