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| Program Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | Completed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | Program Start Date: \_\_\_\_\_\_\_\_\_\_\_\_ | |
| Outcome | **Methods** | **Results**  **Year 1** | | **Results**  **Year 2** | **Improvements Actions from Year 1 & 2** | **Follow-Up** |
| Outcome Name: \_\_\_\_\_\_\_\_\_\_  State your Outcome  (formula: Who/What + Action Verb + task/measure) | Instrument: tracking log, survey, or other measurement tool  Method: Data collection time and plan  Minimum Criteria for Success: Percentile, number, or deadline expected  Sample (if applicable): Number of people assessed | | Minimum Criteria for Success Met: Y/N  Describe: State number of people sampled if applicable, percentile, number, date completed, mean, and any relevant details. | Minimum Criteria for Success Met: Y/N  Describe: State number of people sampled if applicable, percentile, number, date completed, mean, and any relevant details. | What improvement actions were taken to meet or improve the outcome?  State specific actions/dates. | One year after the improvements were reported, what is the status of the improvement actions you stated: Completed, partially completed, not completed?  How so? |
| Outcome Name: \_\_\_\_\_\_\_\_\_  State your Outcome  (formula: Who/What + Action Verb + task/measure) | Instrument: tracking log, survey, or other measurement tool  Method: Data collection time and plan  Minimum Criteria for Success: Percentile, number, or deadline expected  Sample (if applicable): Number of people assessed | | Minimum Criteria for Success Met: Y/N  Describe: State number of people sampled if applicable, percentile, number, date completed, mean, and any relevant details. | Minimum Criteria for Success Met: Y/N  Describe: State number of people sampled if applicable, percentile, number, date completed, mean, and any relevant details. | What improvement actions were taken to meet or improve the outcome?  State specific actions/dates. | One year after the improvements were reported, what is the status of the improvement actions you stated: Completed, partially completed, not completed?  How so? |
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