**Figure 11.** **Sustainment Meeting Template**

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| **Sustainment meeting 1**   * What is going well? * What has been challenging? * Review of current goals and status * Goals revised or added: * Review of workflow * Other * Action items/responsible person for next meeting: | | | **Resources:**  Your practice goals and workflow |
| **Sustainment meeting 2**   * What is going well? * What has been challenging? * Review of current goals and status * Goals revised or added: * Review of workflow * Other * Action items/responsible person for next meeting:   ***Additional sustainment meeting agendas added here and below or use reverse order for meetings and add each new row at the top...*** | | | **Resources:**  Your practice goals and workflow |
| **Goal** | **How is this measured** | **Goal Status** | |
|  |  | Sustainment meeting 1:  Sustainment meeting 2:  *Additional sustainment meetings added here and below* | |
| **Goal** | **How is this measured** | **Goal Status** | |
|  |  | Sustainment meeting 1:  Sustainment meeting 2:  *Additional sustainment meetings added here and below* | |
| **Goal** | **How is this measured** | **Goal Status** | |
|  |  | Sustainment meeting 1:  Sustainment meeting 2:  *Additional sustainment meetings added here and below* | |

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| **Goal** | **How is this measured** | **Goal Status** |
|  |  | Sustainment meeting 1:  Sustainment meeting 2:  *Additional sustainment meetings added here and below* |
| **Goal** | **How is this be measured** | **Goal Status** |
|  |  | Sustainment meeting 1:  Sustainment meeting 2:  *Additional sustainment meetings added here and below* |
| **Goal** | **How is this measured** | **Goal Status** |
|  |  | Sustainment meeting 1:  Sustainment meeting 2:  *Additional sustainment meetings added here and below* |
| **Goal** | **How is this measured** | **Goal Status** |
|  |  | Sustainment meeting 1:  Sustainment meeting 2:  *Additional sustainment meetings added here and below* |
| **Goal** | **How is this measured** | **Goal Status** |
|  |  | Sustainment meeting 1:  Sustainment meeting 2:  *Additional sustainment meetings added here and below* |
| **Goal** | **How is this measured** | **Goal Status** |
|  |  | Sustainment meeting 1:  Sustainment meeting 2:  *Additional sustainment meetings added here and below* |