**Figure 9.** **Sustainment Meeting Template**

|  |  |
| --- | --- |
| **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* |

|  |  |  |
| --- | --- | --- |
| **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* |