**IMPLEMENTATION STAGES TEMPLATE**

**Practice Implemented: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Implementation Team Members: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **Timelines & Objectives** | **Getting Ready** | **Making it Happen** | **Keeping it Going** |
| **Exploration/Adoption** | **Installation** | **Initial Implementation** | **Full Implementation** | **Innovation** | **Sustainability** |
|  |  |  |
| **Communicate** |  |  |  |
| **Personnel Needs** |  |  |  |
| **Systems & Infrastructures** |  |  |  |
| **Data/Evaluation** |  |  |  |
| **Resource Needs** |  |  |  |

**Leadership:**

|  |  |  |
| --- | --- | --- |
| **Expectations/Goals** | **Challenges/Concerns** | **Possible Solutions/Approaches** |
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**Improvement Cycles:**

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| --- | --- | --- | --- |
| **PLAN** **(What are we planning to do?)** | **DO** **(How are we doing it?)** | **STUDY****(Did we do it? How well?)** | **ACT****(What do we need to do now?)** |
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| **Name** | **Task** | **Timeline** |
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**Team Member Responsibilities:**