

### **Step Four: Take Action**

**The Purpose:** Prepare to take action based on the data. The critical steps include:

1. Change priority needs into goals
2. State the goals as SMART Goals
3. Determine what will indicate that the problem has been solved or the goal(s) have been met.
4. Identify strategies and action steps that will eliminate or correct the “root cause(s)” of the problem
5. Identify what data to track over time to determine if action steps are having the desired effect

#### **Cautions**

Make sure that there is a direct causal link between the goal or solution and the action steps that are being taken. Clearly define what success looks like and measure it. Don't be afraid to change course if action steps are not having the desired effect.

### **Step Four: Take Action**

**The Purpose:** Prepare to take action based on the data. The critical steps include:

1. Change priority needs into goals
2. State the goals as SMART Goals
3. Determine what will indicate that the problem has been solved or the goal(s) have been met.
4. Identify strategies and action steps that will eliminate or correct the “root cause(s)” of the problem
5. Identify what data to track over time to determine if action steps are having the desired effect

#### **Cautions**

Make sure that there is a direct causal link between the goal or solution and the action steps that are being taken. Clearly define what success looks like and measure it. Don't be afraid to change course if action steps are not having the desired effect.

### **Step Four: Take Action**

**The Purpose:** Prepare to take action based on the data. The critical steps include:

1. Change priority needs into goals
2. State the goals as SMART Goals
3. Determine what will indicate that the problem has been solved or the goal(s) have been met.
4. Identify strategies and action steps that will eliminate or correct the “root cause(s)” of the problem
5. Identify what data to track over time to determine if action steps are having the desired effect

#### **Cautions**

Make sure that there is a direct causal link between the goal or solution and the action steps that are being taken. Clearly define what success looks like and measure it. Don't be afraid to change course if action steps are not having the desired effect.

### **Step Four: Take Action**

**The Purpose:** Prepare to take action based on the data. The critical steps include:

1. Change priority needs into goals
2. State the goals as SMART Goals
3. Determine what will indicate that the problem has been solved or the goal(s) have been met.
4. Identify strategies and action steps that will eliminate or correct the “root cause(s)” of the problem
5. Identify what data to track over time to determine if action steps are having the desired effect

#### **Cautions**

Make sure that there is a direct causal link between the goal or solution and the action steps that are being taken. Clearly define what success looks like and measure it. Don't be afraid to change course if action steps are not having the desired effect.