Network Operations Action Plan Template

| **Domain: Considerations for the Network Lead Entity** |
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| **Goal:** *Define an overarching goal for your network structure over the next year. This may be a goal you have identified in previously or you may need to identify a goal based on the action steps you laid out in the worksheets. Using the* [*SMART*](https://www.cdc.gov/healthyyouth/evaluation/pdf/brief3b.pdf) *(Specific, Measurable, Achievable, Realistic, Time-Bound) framework can be helpful in structuring your goal.****EXAMPLE: By September 30, 2021 our network will have a defined legal and operational governance structure with defined roles and responsibilities for the lead and member agencies.*** |
| **Key Action Steps** | **Completion Date** | **Output, Outcome, or****Measurement** | **Person and/or Agency Responsible** | **Comments** |
| ***EXAMPLE: We will engage an attorney to discuss the options for legal structure with our leadership committee.***  | ***June 30*** | ***Network leadership has met with the attorney, understands the options for legal structure and is prepared to decide at the July 3 retreat.*** | ***Susan, ABC AAA*** | ***This must be completed prior to our leadership retreat on July 3 so that we can decide during that meeting.*** |
| *Add as many action steps as needed.* |  |  |  |  |
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| **Goal:** *You may or may not have multiple goals. Feel free to add or delete sections as needed!* |
| **Key Action Steps** | **Completion Date** | **Output, Outcome or****Measurement** | **Person and/or Agency Responsible** | **Comments** |
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| **Domain: Financial Considerations** |
| **Goal:**  |
| **Key Action Steps** | **Completion Date** | **Output, Outcome or****Measurement** | **Person and/or Agency Responsible** | **Comments** |
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| **Domain: Contracting Considerations** |
| **Goal:**  |
| **Key Action Steps** | **Completion Date** | **Output, Outcome or****Measurement** | **Person and/or Agency Responsible** | **Comments** |
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| **Domain: Legal Liability** |
| **Goal:**  |
| **Key Action Steps** | **Completion Date** | **Output, Outcome or****Measurement** | **Person and/or Agency Responsible** | **Comments** |
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| **Domain: IT Infrastructure** |
| **Goal:**  |
| **Key Action Steps** | **Completion Date** | **Output, Outcome or****Measurement** | **Person and/or Agency Responsible** | **Comments** |
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| **Domain: Quality Assurance** |
| **Goal:** |
| **Key Action Steps** | **Completion Date** | **Output, Outcome or Measurement** | **Person and/or Agency Responsible** | **Comments** |
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