

PHAST Toolkit Module 4 Checklist

Monitoring and Maintaining Progress

Action Step: Identify Indicators of Success

- Determine what interventions you want to monitor
- Discuss what success looks like for each selected intervention

Action Step: Select Performance Measures

- Select performance measures that allow you to determine if your intervention is working as intended
- Select equity measures
- Set targets for each performance measure
- Develop a data collection plan
- Develop a timeline for reporting/sharing measures

Action Step: Monitor and Report on Performance Measurement Results

- Determine how performance measures will be reported out to partners
- Assess progress and evidence of success
- Assess limitations and challenges
- Update the Inventory of Evidence-based Interventions template with identified successes and limitations

Action Step: Celebrate Wins and Make Improvements

- Determine if targets have been met
- Discuss and interpret findings
- Identify recommendations for program improvements or other needed changes
- Celebrate and communicate success
- Resume the process of identifying performance indicators and measures to assess any new improvements introduced; collect and review data; and identify new opportunities for improvement

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