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| Put all this information in the principle summary box in ALEAT for your Target Principle | Primary Need: (head of fishbone) | | | | | |
| Root Cause: | | | | | |
| Needs Statement: (tail of fishbone) | | | | | |
| Desired Outcome: (Needs statement restated in a positive) | | | | | |
| SMART Goal: (If the primary need is fixed how will your % proficient be affected?) | | | | | |
| Strategy #1:  Title:  Narrative: | | Action Step Title | Action Step Narrative | Start-End Dates | Person Responsible | Data to Collect |
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| Monitoring: |  |  |  |  |
| Evaluating: |  |  |  |  |
| Strategy #2:  Title:  Narrative: | | Action Step Title | Action Step Narrative | Start-End Dates | Person Responsible | Data to Collect |
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| Monitoring: |  |  |  |  |
| Evaluating: |  |  |  |  |
| Strategy #3:  Title:  Narrative: | | Action Step Title | Action Step Narrative | Start-End Dates | Person Responsible | Data to Collect |
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| Monitoring: |  |  |  |  |
| Evaluating: |  |  |  |  |
| Strategy #4:  Title:  Narrative: | | Action Step Title | Action Step Narrative | Start-End Dates | Person Responsible | Data to Collect |
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| Monitoring: |  |  |  |  |
| Evaluating: |  |  |  |  |
| Strategy #5:  Title:  Narrative: | | Action Step Title | Action Step Narrative | Start-End Dates | Person Responsible | Data to Collect |
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| Monitoring: |  |  |  |  |
| Evaluating: |  |  |  |  |