


Planning Dashboard									
		Program Dashboard	Measure Definitions	Data Entry	Action Plan	Reporting Tool	To Update For a New Year	Back To Top of Page	User Guide
Provide a brief explanation of a measure's Quarterly Status in the Blue Cells and describe the Next Steps for the measure in the Tan Cells									
Key Performance Measures	2017 Quarter 1 Progress	2017 Quarter 2 Progress	2017 Quarter 3 Progress	2017 Quarter 4 Progress	End 2017 Status				
1 Submit 3 press releases per month to local media	[+]	over target for qtr.	[+]	over target for qtr.	[+]	over target	[+]	[+]	Quarterly Status Explanation
			[+]	great job!	[+]	double for the year's target	[+]		Planning Next Steps
2 # of times a health message is sent to the medical community	[+]	on target for the qtr	[-]	will average out after July as 3 messages are being sent	[+]	Some months were behind but the average meet the target goal	[-]	[+]	Quarterly Status Explanation
				on target	[-]	New DON will continue to implement outreach to the medical community.			Planning Next Steps
3 % of employees who have created SOP's	[-]	progressing		no change		The majority of employees have documented their duties by creating SOP's for the critical aspects of their position.		[-]	Quarterly Status Explanation
				Recommend to quit measuring this as employees should be continually updating at this point.		This measure will not continue for 2018			Planning Next Steps
4 Grant \$ received	[-]	a little below target	[-]	Aetna grant was denied. Opioid grant was determined to not be feasible at this time.	[+]	Appropriate grants were submitted but several were declined.	[-]	[-]	Quarterly Status Explanation
		new grant is submitted. Intern to develop a time line for ongoing submissions		Timeline will be developed after accreditation is uploaded		More time can be dedicated to researching grant possibilities as accreditation is progressing.			Planning Next Steps
5 % Customer satisfaction with first contact				stake holder survey is being completed	[~]	91%		[~]	Quarterly Status Explanation
		on hold for the year				conducted open house, continue to inform partners and stakeholders			Planning Next Steps
						no further surveys were conducted in 2017			
						Evaluate the best way to gather this information			