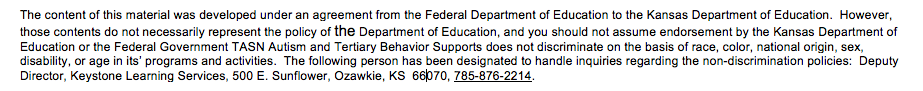
**TASN Logo**

**SMART Goals Tool**

**Directions:** Use the SMART goals chart below to develop a goal or goals for reducing ESI across the building. Write the completed goal(s) and monitor and graph the progress in the space provided.

|  |  |  |
| --- | --- | --- |
| **SMART** | **Defining Questions** | **Brainstorming** |
| **Specific** | * What do we want to accomplish? * What are the requirements? |  |
| **Measurable** | * How will we measure progress? * How will we know when the goal is accomplished? |  |
| **Achievable** | * How can the goal be accomplished? * What are the steps? |  |
| **Relevant** | * What resources do we need to accomplish this goal? * Is this goal in line with our long-term goals? |  |
| **Time-Bound** | * How long will it take to accomplish this goal? * When is the completion of this goal expected? |  |



**Row 1: Goal 1 description
Row 2: Enter dates of data reviewe
Row 3: Enter data**

