**AAPM Strategic Plan**

**Template for Implementing a Specific Strategy**

Draft 08/02/11

|  |
| --- |
| **Checklist of items to be considered by the implementing group (not formally reported)** |

1. Clarify the issues
	1. Is it clear what problem/challenge/opportunity is being addressed?
	2. Summarize the desired outcome – consider questions such as:
		1. Whose lives will be changed and how?
		2. What will the situation look like when the problem is solved?
2. Identify alternative strategies that might be chosen *(optional)*
3. Clarify the strategy to be implemented
	1. Is the deliverable identified in the plan appropriate? If not, what would be better?
4. Identify resources that will be needed
	1. People
		1. Volunteer committee/groups in the AAPM structure
			1. Existing
			2. New
		2. HQ staff
			1. Existing
			2. New
		3. Outside expertise/consultants
			1. Existing
			2. New
		4. Connections within other organizations
			1. Professional societies
			2. Government agencies
			3. Industry
	2. Finance
		1. Initial implementation
			1. Amount
			2. Source
		2. Ongoing implementation
			1. Amount
			2. Source

|  |
| --- |
| **Items to be reported by the implementing group** |

1. Specify milestones, for each include:
	1. Description
	2. Responsibility
	3. Timeframe
2. Specify how the strategy will be evaluated: how will progress toward the outcome be assessed?
	1. Initial assessment
		1. Method
		2. Responsibility
		3. Timeframe
	2. Ongoing assessment (if relevant)
		1. Method
		2. Responsibility
		3. Timeframe