

Practical Planning Checklist for Champions



Things to consider:

- What will be my first step when I get back to my clinic?
- How will we keep the “spirit” alive in our agency?
- When would be the easiest time for certifiers to talk together about what they are experiencing? How can I facilitate that?
- How will champions from my agency communicate with each other about what is happening and what is needed?
- What would be the best way to ensure that staff are able to complete continuing education activities related to Oregon WIC Listens?
- How will we make sure observations and positive feedback happen?

Checklist

- Time planned for the appropriate staff to attend Certifier Training
- Time planned for agency Champion’s to communicate with each other
- Time planned for Champions to participate in conference calls (x4)
- Staff sharing planned
- Time planned for certifier meetings during state on-site visits (x4 – clerical staff included for on-site visit #1)
- Time planned for Champions to participate in meetings with state staff during on-site visits (x4)
- Time for continuing education planned
- Observations by champions planned
- Peer-to-peer observations planned