



Team Activity

Team Activity

Series 4 Elite Practice Evolution

Session 7 Advanced Team Member Development (Part 3)

Listen Online
dst.media/focus43

-
1. Make a copy of this worksheet for each team member to use.
 2. Complete the Team Activity.
 3. Fax or email one “Master Worksheet” containing your team’s collective efforts.
-

Send Us Your Master Worksheet

Fax
615-807-3301

Email
Champions@DentalSuccessToday.net

Team Activity

Step 1 What Are SMART Goals?

S → **Specific**

M → **Measurable**

A → **Attainable**

R → **Relevant**

T → **Time-Bound**

Team Activity

Step 2 Set Your SMART Goal

Before starting this step, be sure to print copies of this Team Activity so everyone has their own worksheet.

Once y'all have your personal worksheets, everyone craft a SMART goal for yourself.

Tip

Make it something you can realistically achieve in 30 days or less!

Remember

When deciding what your SMART goal will be, imagine what contribution your role offers that has the highest leverage for helping your teammates and patients win.

In Other Words

In whatever space you feel you have the greatest potential of helping others, set your goal within that space.

Note

For further inspiration, look to your core priorities within the Five Buckets and determine something you can do to help fill one of those buckets.

The Five Buckets:

1. Hygiene
2. Restorative
3. New Patients
4. Reactivation
5. Specialist / Nice Production

On the following page, craft your very own SMART goal...

Team Activity

My SMART goal (my specific, measurable, attainable, relevant and time-bound goal) is:

I will measure my SMART goal by:

I will know I've achieved my SMART goal when:

My SMART goal is relevant to me, my teammates and our patients because:

My timeframe for fully achieving my SMART goal is:

Team Activity

Step 3 Share Your SMART Goal and Plan Your Celebration

Reconvene with your team.

Allow each team member the chance to share their SMART goal, as well as how they'll measure it, know when they've achieved it, why it's relevant and what the timeframe for achieving it is.

After each person shares, team, please respond by asking the one sharing these questions:

- Is there anything we can do to help you achieve your SMART goal?
- Is there anything we can do to help keep you accountable?

Individually, write the ways in which you can be helped and kept accountable.

Tip

Including as many specifics as you can will be the most helpful!

I can be helped in achieving my SMART goal by:

I can be kept accountable in achieving my SMART goal by:

Team Activity

When everyone has finished sharing and you've all agreed on your SMART goals, it's time to agree on one final thing: how you're going to celebrate!

As a team, have fun deciding how you're going to celebrate your victories 30 days from now. This is mission-critical and isn't an option practice: you MUST celebrate your wins!

Tip

A creative way in crafting your celebration would be doing so in tiers.

Example:

- If X number of people achieve their SMART goal, we'll do _____.
- If Y number of people achieve their SMART goal, we'll do _____.
- If everyone achieves their SMART goal, we'll pull out all the stops and _____."

Our "Master Plan For Celebration" is:

At this point in the Team Activity, pause and fax everyone's Step 2 and 3 to 615-807-3301 or email them to Champions@DentalSuccessToday.net

We want to support you throughout your process and celebrate your victories with you!

Team Activity

Step 4 Track Your SMART Goal

This is your team-wide guide to accountability and collaboration on your SMART goals.

For the next 30 days, you'll be using the following pages as a way to track your progress en route to achieving your SMART goal.

Here's how to track your SMART goal:

1. Keep this Team Activity accessible for the next 30 days. Your team can keep everyone's worksheets together in a single spot or you all can hang on to yours individually and bring them to Team Huddles.
2. During your Team Huddles, everyone take a moment to answer the "yes or no" questions on your SMART goal tracking grid.
3. During your Team Huddle, allow people to share successes, questions or changes they're going to make in relation to achieving their SMART goal.

Note

If time doesn't allow for this during a Team Huddle, still engage with your grid that day!

Write your SMART goal so you can easily reference it when using your tracking grid.

My SMART goal is:

Team Activity

SMART Goal Tracking Grid

This is your team-wide guide to accountability and collaboration on your SMART goals.

During your Team Huddles, use these “yes or no” questions as a tool for accountability and progress.

Remember

It's ok have an off-day. Be honest and allow your responses to guide you into beneficial conversations with teammates and into enlightened perspectives and actions...starting today!

	Did I advance further toward my goal?	Did I get the help I needed from others?	Do I want to initiate any conversations?	Would I like to do anything differently?
Day 1	_____	_____	_____	_____
Day 2	_____	_____	_____	_____
Day 3	_____	_____	_____	_____
Day 4	_____	_____	_____	_____
Day 5	_____	_____	_____	_____
Day 6	_____	_____	_____	_____
Day 7	_____	_____	_____	_____
Day 8	_____	_____	_____	_____
Day 9	_____	_____	_____	_____
Day 10	_____	_____	_____	_____

Team Activity

SMART Goal Tracking Grid

This is your team-wide guide to accountability and collaboration on your SMART goals.

During your Team Huddles, use these “yes or no” questions as a tool for accountability and progress.

Remember

It's ok have an off-day. Be honest and allow your responses to guide you into beneficial conversations with teammates and into enlightened perspectives and actions...starting today!

	Did I advance further toward my goal?	Did I get the help I needed from others?	Do I want to initiate any conversations?	Would I like to do anything differently?
Day 11	_____	_____	_____	_____
Day 12	_____	_____	_____	_____
Day 13	_____	_____	_____	_____
Day 14	_____	_____	_____	_____
Day 15	_____	_____	_____	_____
Day 16	_____	_____	_____	_____
Day 17	_____	_____	_____	_____
Day 18	_____	_____	_____	_____
Day 19	_____	_____	_____	_____
Day 20	_____	_____	_____	_____

Team Activity

SMART Goal Tracking Grid

This is your team-wide guide to accountability and collaboration on your SMART goals.

During your Team Huddles, use these “yes or no” questions as a tool for accountability and progress.

Remember

It's ok have an off-day. Be honest and allow your responses to guide you into beneficial conversations with teammates and into enlightened perspectives and actions...starting today!

	Did I advance further toward my goal?	Did I get the help I needed from others?	Do I want to initiate any conversations?	Would I like to do anything differently?
Day 21	_____	_____	_____	_____
Day 22	_____	_____	_____	_____
Day 23	_____	_____	_____	_____
Day 24	_____	_____	_____	_____
Day 25	_____	_____	_____	_____
Day 26	_____	_____	_____	_____
Day 27	_____	_____	_____	_____
Day 28	_____	_____	_____	_____
Day 29	_____	_____	_____	_____
Day 30	_____	_____	_____	_____