SMART Goals Worksheet
Provider-Focused

A SMART goal clarifies exactly what aim or goal is to be performed, the objectives of the goal, the process of achieving that goal and the measures used to determine if the goal has been achieved. Once goals have been identified, think about objectives and activities needed to accomplish these goals. You may need more than one objective for each goal.

A SMART goal is:

1. Strategic and Specific—Focuses on specific not general goal. Answers the questions "who" and "what".

2. Measurable—The success toward meeting the goals can be measured and is objective. It answers the question "how".

3. Attainable—Goal can be achieved in a specific amount of time. Rapid cycle improvement promotes rapid change cycles.

4. Realistic—The goals are aligned with a mission or strategy.

5. Time—Goals have a clearly defined time-frame, including a start date, target date and end date. It answers the question "when".

Examples

SMART goal:	Not a SMART goal:
Decrease anticoagulant related ADE's by 10% within Community X within 30 days.	Community X will decrease ADEs. Is not specific as to what ADE they will focus on. Does not identify a measurement in which to track their work. Does not include a time frame.

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Instructions: Show how each part of the goal below reflects a SMART goal.

Goal: Decrease anticoagulant related ADEs by 10% within Community X within 30 days

Key Component	Objective
Specific What is the specific task to be performed that supports the goal?	Distribute the sepsis zonal tool to patients discharged from the hospital
Measurable What are the standards or parameters?	Distribute the sepsis zonal tool to patients with a diagnosis of X discharged from the hospital.
Achievable Is the task feasible?	Small group to test, is it going to work
Realistic Are sufficient resources available?	Depends on where they are being discharged to; Who is taking ownership of education
Time-Bound What are the start and end dates?	Choose a limited timeframe (i.e. 6 months) to evaluate and then to be course correct or discontinue