Practitioner:

Goal: define the SMART outcome you wish to achieve -

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| I want to …. |

I want to do this because …

(Why do you want to do this - This might be an opportunity to reflect with your manager or mentor)

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I will achieve this through:

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| --- | --- | --- | --- | --- |
| Date set: |  |  | Review Date : |  |

**Ongoing Progress Update**

|  |  |
| --- | --- |
| **Date** | **Update** |
|  |  |
|  |  |
|  |  |

Impact on Conclusion / Reason to close:

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