

PAX Installation Planning Form



Section A: Complete the box below regarding the intervention you are choosing to implement. Think about how you will measure outcomes, fidelity and what resources will be needed.

TIER 1						
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7
What are we implementing?	What data will we use?	When will we implement?	Who will do it?	What resources will we need?	How do we know it was implemented?	How will we know it worked?

Section B: Data Collection Schedule — Complete the boxes below for each set of data in **Column 2** above.

Data	When will we collect it?	Who will collect it?	What resources will we need?	Who is responsible?	Who will manage data?

Section C: Communication Plan — Complete the boxes below for staff expected to implement in **Column 4** in the first table of this form. Use the 9 Week Roll Out to assist your planning.

Staff	How will staff let us know what they need for implementation?	How will we let staff know what to expect?	How will we let staff know how well we are doing?	How will we let staff know if it is working?

