

Stage 1 - Step 4

# Worksheet: ACE Screening Implementation Plan and Timeline

**Purpose:** To help you and your implementation team plan key activities and a timeline for implementing an ACE screening and toxic stress treatment initiative.

**Instructions:** Fill in the key activities to take place during each stage, paying attention to the clinical, administrative, operational, and emotional considerations at each stage.

## Timeline

There is no set timeline for implementation — this depends on a variety of factors such as staff availability, leadership buy-in, previous experience, existing partners, and size of practice, among other factors. Below is an example; your timelines will differ for the completion of each stage.

Stage 1	Stage 2	Stage 3	Stage 4
<b>Prepare the Foundation</b>	<b>Select the Approach</b>	<b>Implement the Program</b>	<b>Build Sustainability</b>
Our target dates are:			
<i>Jul 1-31</i>	<i>Aug 1-Sept 30</i>	<i>Oct 1-Feb 28</i>	<i>Feb 1-Dec 31</i>

## High-Level Plan

Taking note of the clinical, administrative, operational, and emotional aspects of starting a new ACE screening initiative, review and edit the following list of key actions to occur during each stage as they apply to your organization.

<b>Considerations</b>	<b>Stage 1: Prepare the Foundation</b>	<b>Stage 2: Select the Approach</b>	<b>Stage 3: Implement the Program</b>	<b>Stage 4: Build Sustainability</b>
<b>Clinical</b>				
<b>Administrative</b>				
<b>Operational</b>				
<b>Emotional</b>				