Better Practice. Better Life.

ACTdental

O-Outcomes G-Goals T-Targets

ACT Dental

WHY THIS TOOL IS IMPORTANT:

This tool helps you think about what changes to your life and practice are most important. Only after fully identifying those can successful goal setting happen. Once you have admitted to yourself and identified the gaps in your practice and life that need attention, the next step is to think about the one-year goals that would close those gaps for you. Your challenges weren't created overnight, and your goals can't be achieved quickly either. If they can, they aren't lofty enough goals. Your goals may take up to a year or more to fully accomplish. Targets are the hard data, the black-and-white numerical evidence of what needs to happen if your goals are to be met. They will constantly remind you if you are on track or not.



Successful Outcomes

You hired us for a reason. What challenges, obstacles, or stressors do you feel you'd like to resolve? What do you want more of? Less of? What do you want your life to look like in the future? What do you want your practice and team to look like in the future?

Brainstorm ideas:

DRAFT YOUR OUTCOMES

Use the notes above and any themes to draft 1-3 successful outcomes. These are often the emotional outcomes we can see, feel, and experience.



G	One-Year Goals
	What needs to change, evolve, start, or stop to move you closer to those outcomes? For the outcomes above to be realized, what needs to occur? Tip - Read your team's assessment survey results to see where they have identified room for growth and improvement.
Brains	torm ideas:
	UP Use the notes above to state precisely what actions and tangible results need to bappen.
DRAFT YO GOALS	UR Use the notes above to state precisely what actions and tangible results need to happen. Write down 2-4 goals.
1	
2	
3	
4	

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Days Worked per month	7 Overhead %
\$ Gross Production per month	8 \$ Net Profit
Write off %	9 PHS Composite Average
\$ Net Production	10
Collections %	
\$ Revenue (Collections)	12

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KEY POINTS

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Don't let perfection stop you from beginning to work on this tool. Just start writing whatever comes to mind in the brainstorming sections. Go over it several times, over several days to focus your answers on what truly is most important.

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The answers in this tool will help you and your coach identify quarterly priorities. Each quarter your efforts will get you 25% closer to your annual goals. Again, remember your problems can't be fixed overnight. Focus on the process of getting a little bit closer every quarter.

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How do my targets differ from my key KPIs on my ACTion planner? Your targets are based on the GAPS method and are the lagging indicators you will always want to track and use for longrange planning and goal setting. Your quarterly KPIs are the leading indicators that tell you whether you are succeeding in accomplishing your goals and meeting your targets.



Example: If your target is to increase collection percentage from 95% to 99%, a quarterly KPI to focus on may be increasing the date of service collection rate weekly.

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EXAMPLE

Successful Outcomes

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Brainstorm ideas:

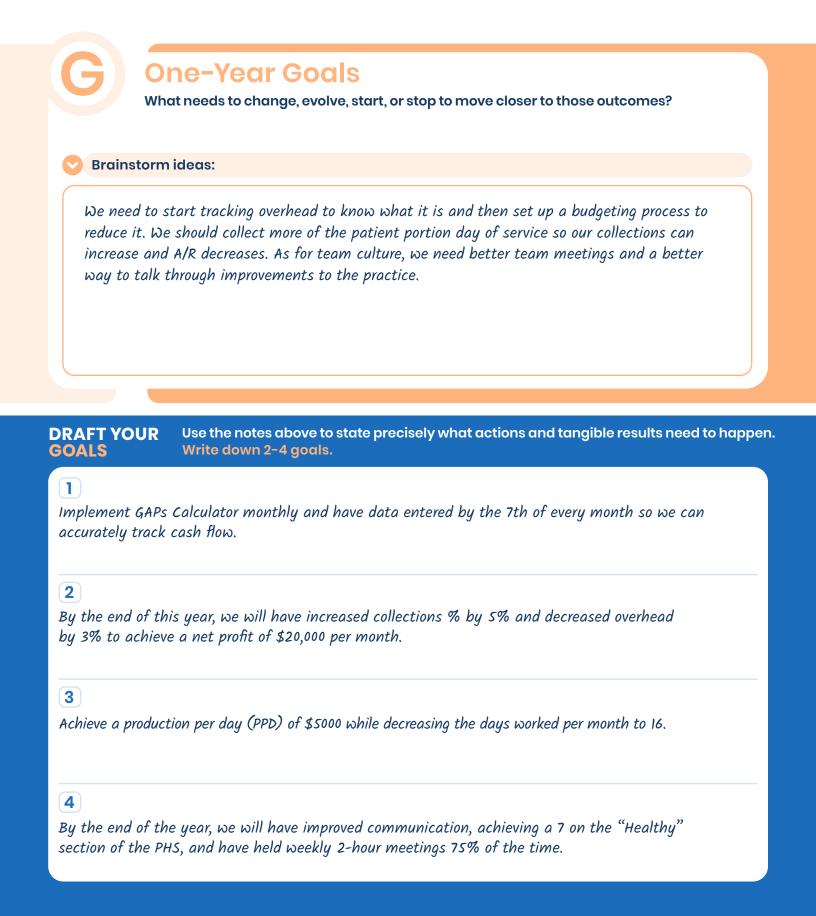
I need more cash flow so I no longer have so much anxiety around money. I need more time to spend with my family. I want a better team culture, so I enjoy going to work more.

DRAFT YOUR OUTCOMES

Use the notes above and any themes to draft 1-3 successful outcomes. These are often the emotional outcomes we can see, feel, and experience.







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