

Resource Sheet #6-1: Action Planning

Opening Exercise: Creating an Action Plan for the Weekend

Tasks	Person responsible Other people who are involved	Date/Time	Needed Resources	Communication	Obstacles & Contingency Plan
<p>Think of an activity you intend to <u>complete</u> during the coming weekend</p>	<p>a. Write the name of the person who is ultimately responsible for this activity.</p> <p>b. Name additional people who are involved</p>	<p>Write the day and perhaps the time that the activity will be completed</p>	<p>What do you have to buy?</p> <p>What equipment or supplies must you gather?</p>	<p>Who needs to be kept informed?</p>	<p>What might get in the way of completing your activity</p> <p>What is your contingency plan?</p>
<p>Final task to be completed:</p>					

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<p>What is the task that must be completed just prior to the final task?</p>					
<p>What is the task that must be completed just prior to the task listed above?</p>					

Exercise: Creating an Action Plan for a Suicide-Related Intervention

Outcome: Achievement of a selected goal in the state/community suicide prevention plan

Intervention #1: Choose a goal in your state/community suicide prevention plan and create an action plan for accomplishing that goal.

Tasks	Person responsible Other people who are involved	Critical dates	Needed Resources	Communication Who must be kept informed?	Potential Obstacles Contingency Plans
Final task: Achieve selected goal		Start with the desired date for completion of this task			

Tasks	Person responsible Other people who are involved	Critical dates	Needed Resources	Communication Who must be kept informed?	Potential Obstacles Contingency Plans

Outcome: Increased number of people who seek help from prevention and treatment services

Intervention #2: Implement an intervention that will lead to the desired outcome of an increase in help-seeking behavior.

Tasks	Person responsible Other people who are involved	Critical dates	Needed Resources	Communication Who must be kept informed?	Potential Obstacles Contingency Plans
Final task: Implementation of an intervention that increases help-seeking		Start with the desired date for completion of this activity			

Tasks	Person responsible Other people who are involved	Critical dates	Needed Resources	Communication Who must be kept informed?	Potential Obstacles Contingency Plans

Implementation of an evidence-based suicide prevention intervention

What are the major tasks to be completed?

Tasks	Person responsible Other people who are involved	Critical dates	Needed Resources	Communication Who must be kept informed?	Potential Obstacles Contingency Plans
Final task: Implementation of an evidence-based intervention targeted to a population at high risk for suicide.		Start with the desired date for completion of this activity			

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