



Binga

ADDRESS ALL DATA QUERIES	DO SOMETHING TO ACKNOWLEDGE A TEAM MEMBER	“GREEN” OR “YELLOW” FOR FOLLOW-UPS ON 3/29 TPR	TRY A NEW TRACKING STRATEGY & SHARE IT ON THE NATIONAL CALL	REUNITE WITH AN MIA PARTICIPANT
COLLECT A TESTIMONIAL	COMPLETE ALL SCHEDULED VISITS FOR THE WEEK	MAKE A NEW PLAN FOR OUTREACH TO AN MIA PPT & SHARE IT ON THE NATIONAL CALL	CONDUCT INTERNAL QA	SEND A PROVIDER A HAND-WRITTEN NOTE OF THANKS
“GREEN” FOR RETENTION PRIMARY OUTCOME ON 3/29 TPR	REFER ALL ELIGIBLE PARTICIPANTS TO FORWARD	<i>Free</i>	ADDRESS ALL MISSING VALUES (AS POSSIBLE)	SEND OUT AN RDD NEWSLETTER
SUBMIT INVENTORY & PHONE LOGS ON TIME 4 WEEKS IN A ROW	ADDRESS ALL MISSING FORMS (AS POSSIBLE)	REVIEW STATUS OF UNRESOLVED AE/SAES	SHARE A TESTIMONIAL BACK TO NON-STUDY PARTNERS	CONNECT WITH A PARICIPANT IN A CONTROLLED SETTING
STREET/ COMMUNITY OUTREACH FOR AN MIA PARTICIPANT	INSPECT RECENTLY COMPLETED CONSENT FORMS	SHARE FEEDBACK FOR A FELLOW SITE ON THE NATIONAL CALL	COMPLETE ALL SCHEDULED W78, W86, W98 FOR THE MONTH	MOVE “UP” A COLOR ON THE TPR

**SUBMIT TO
 RDD@NYULANGONE.ORG
 BY 3/31**