

Coach’s SAF Tracking Form

VOICE Coach Department Current date

Instructions: Print each HP’s name at the top of a column. Write each HP’s Clinic SAF scores in boxes. If needed, use a second SAF Tracking Form. In boxes for 3b, 7, & 10: (1) Add a checkmark (√) if HP received Certificate; (2) an asterisk (\*) if HP should receive an Award; (3) a diamond (♦) if HP received an Award. After all ten Clinics, add Total Score at the bottom.

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| HP  Clinic |  |  |  |  |  |  |  |  |  |  |
| 1. Own |  |  |  |  |  |  |  |  |  |  |
| 2. Align |  |  |  |  |  |  |  |  |  |  |
| 3a. Greet |  |  |  |  |  |  |  |  |  |  |
| 3b. Expect |  |  |  |  |  |  |  |  |  |  |
| 4. Delight |  |  |  |  |  |  |  |  |  |  |
| 5. Respect |  |  |  |  |  |  |  |  |  |  |
| 6. Ask |  |  |  |  |  |  |  |  |  |  |
| 7. Explain |  |  |  |  |  |  |  |  |  |  |
| 8. Empathize |  |  |  |  |  |  |  |  |  |  |
| 9. Resolve |  |  |  |  |  |  |  |  |  |  |
| 10. Peer Coaching |  |  |  |  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |  |  |  |  |