

## **ROUNDING STOPLIGHT REPORT**

Note: The Stop Light Report is a way to communicate in writing how the ideas/concerns harvested in rounding are handled. It is excellent to post on communication boards. Green Light items are things that have been addressed and are complete. Yellow Light items are things in progress. Red Light items are those issues or ideas that cannot be done with the reason why.

Department/Unit	Date:

**Recognitions to Share:** 

GREEN/COMPLETE	YELLOW/WORK IN PROGRESS	RED/CAN'T COMPLETE AT THIS TIME AND HERE'S WHY