**Tool – Stakeholder Engagement Plan**

The Stakeholder Engagement Plan documents your strategy to engage the stakeholders. You can use this template to engage stakeholders when you are starting your school-based telehealth program. **Later on, use these same questions to determine sustainability stakeholders and plan how you will engage them**. Answer the template questions for each 'critical stakeholder.'

* Review the parents, youth, schools, and community based organizations sections to help determine effective engagement strategies.
* If your site is already engaging a stakeholder, include them on the template and indicate your current efforts.

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| **Our Vision Statement for School-Based Telehealth:** |

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| **Stakeholder 1:** |
| **What role can/will the stakeholder play in our school-based telehealth efforts?*****(For sustainability, what role can the stakeholder play in sustaining your school-wide wellness efforts?)*** |  |
| **How can this stakeholder help us achieve our school-based telehealth vision?** |  |
| **What are the key messages to communicate to the stakeholder group?** |  |
| **How will we know we are successful?** |  |

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| **Key Activities** | **SBTH Team Member(s) responsible** | **Dates** |
| **1.** |  |  |
| **2.**  |  |  |
| **3.**  |  |  |
| **4.**  |  |  |

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| **Stakeholder 2:** |
| **What role can/will the stakeholder play in our school-wide wellness efforts?** |  |
| **How can this stakeholder help us achieve our school-wide wellness vision?** |  |
| **What are the key messages to communicate to the stakeholder group?** |  |
| **How will we know we are successful?** |  |

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| **Key Activities** | **Wellness Team Member (s) responsible** | **Dates** |
| **1.** |  |  |
| **2.**  |  |  |
| **3.**  |  |  |
| **4.**  |  |  |

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| **Stakeholder 3:** |
| **What role can/will the stakeholder play in our school-wide wellness efforts?** |  |
| **How can this stakeholder help us achieve our school-wide wellness vision?** |  |
| **What are the key messages to communicate to the stakeholder group?** |  |
| **How will we know we are successful?** |  |

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| **Key Activities** | **Wellness Team Member (s) responsible** | **Dates** |
| **1.** |  |  |
| **2.**  |  |  |
| **3.**  |  |  |
| **4.**  |  |  |

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| **Stakeholder 4:** |
| **What role can/will the stakeholder play in our school-wide wellness efforts?** |  |
| **How can this stakeholder help us achieve our school-wide wellness vision?** |  |
| **What are the key messages to communicate to the stakeholder group?** |  |
| **How will we know we are successful?** |  |

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| **Key Activities** | **Wellness Team Member responsible** | **Dates** |
| **1.** |  |  |
| **2.**  |  |  |
| **3.**  |  |  |
| **4.**  |  |  |