



Prevention Research Center for Family and Child Health

[ACCORDS](#) (Adult and Child Center Outcomes Research and Delivery Science) University of Colorado School of Medicine | Children’s Hospital Colorado Mailstop F443 | 1890 North Revere Court | Aurora, CO 80045

Nurse-Family Partnership® (NFP) International

**NFP Phase 2 Annual Review Meeting: [Country]
 [Date]**

AGENDA

Attendees: [add here]

	Item	Leadership
1.	Welcome and introductions	Chair
2.	Review of progress from previous year’s Annual Report plans	Chair & International Consultant (IC)
3.	Annual report <ul style="list-style-type: none"> • Presentation and reflections on the annual report [to include a brief summary presentation of key points from the report, including reflections on CME challenges and indicative outcomes] • Discussion of learning gained, issues and themes emerging [specific areas of discussion can be agreed in advance by IC and Country chairperson] 	Chair, National Unit/National Implementation Team All
4.	Celebrating successes Recognizing and celebrating successes of NFP in [Country]	Chair All
5.	Client and family feedback [as available] <ul style="list-style-type: none"> • Presentation and discussion 	National Unit
6.	CME temporary Variances agreed [as necessary] <ul style="list-style-type: none"> • Report of findings • Discussion and agreement of next steps 	National Unit All
7.	Agreement of priorities and action plans for 20[year] <ul style="list-style-type: none"> • Discussion of proposed priorities, actions and follow up activities • UCD support required in next year 	Chair International Consultant
8.	Research update <ul style="list-style-type: none"> • Feasibility and acceptability study • Plans for RCT or comparable study 	Chair/country research lead
9.	Feedback on the process of completing and submitting the annual report	Chair
10.	Any other business	Chair

