

1. A bounded practice plan

Purpose, observable conduct, available resources and an honest review.

Purpose and domain: what useful work should improve?

Observable standard: action, quality and completion evidence

Cue, context and next opportunity

Time budget, responsibilities, limits and legitimate exceptions

Record: distinguish observed, missed, unknown and no opportunity

Restart rule and prospective revision procedure

Review date and evidence that could change the plan

Choose a low-risk practice. A demanding standard should serve a purpose, not add avoidable harm.
The worksheet accompanies the source methods; it is not a clinical plan or a measure of human worth.
PDF form support varies by reader. A printed copy or ordinary document is an equivalent option.

2. Seven-day evidence ledger

Keep criteria stable during a cycle; label changes and retrospective entries.

Observation period and purpose

Domain 1: criterion, opportunity rule and evidence

Domain 2: criterion, opportunity rule and evidence

Domain 3: criterion, opportunity rule and evidence

Day	Domain 1	Domain 2	Domain 3	Evidence / context
1				
2				
3				
4				
5				
6				
7				

Suggested codes: M = met; X = missed; ? = unknown; N = no opportunity; P = planned pause.

Define any alternatives before the cycle. A blank is not automatically a success or a failure.

Use a short evidence note. Keep unknown data visible rather than reconstructing false precision.

Weekly review: pattern, quality evidence and next change

3. Policy comparison worksheet

Define the claim, feasible alternatives and people affected.

Objective, scope and time horizon

Baseline: what happens without the proposal?

Proposal: exact rule, payment, eligibility or institutional change

Feasible alternative addressing the same objective

Stakeholders: immediate recipients, burden bearers and future entrants

Mechanism: rule → incentives / constraints → responses → outcomes

Separate observed facts, model assumptions and value judgments. State units and dates.
Count relevant benefits and costs by the same standard. Avoid double counting transfers.
Fictional numbers are suitable for this exercise. This is not personal legal or financial advice.

4. Evidence and review protocol

A recommendation should state what would make it change.

Numerical baseline and sensitivity scenarios: units, calculations, assumptions

Distribution, quality, waiting time and administrative burden

Evidence needed: source, date, comparator and causal limitations

Strongest counterargument and your reasoned response

Provisional recommendation and unresolved uncertainty

Review date, observable outcomes and redesign / reversal criteria

A change after a policy is not by itself proof that the policy caused it.

Consider competing explanations and a feasible comparator.

Assess the reasoning and evidence; agreement with the author is not a grading criterion.