



Meeting 10: Assessment and Looking Forward



1. Thank everyone for participating.
2. At this meeting, ask your Action Step leaders to review your progress with each of the Steps adopted in Meetings 1-9. Discuss how your practice will continue your work on these topics:
 - Energy Efficiency
 - Solid Waste and Recycling
 - Education
 - Drug Disposal and Chemicals
 - Healthy Foods in the Office
3. If you have not done so already, email your Green Meeting Notes forms, or any records that you have created, to My Green Doctor (member.services@mygreendoctor.org) and tell us that you have qualified for your Green Practice Recognition Certificate. When you receive it, print two copies of your Certificate and buy simple frames to display this proudly in your waiting room and staff break room. Post on social media that your office, clinic, or outpatient center has earned the Green Practice Recognition Certificate and describe your journey for the benefit of others.
4. Announce the date for the next meeting, continuing to add five minutes of My Green Doctor to your practice's business or staff meetings.
5. After the meeting, fill out the Green Meeting Notes form. Keep it very brief– not more than 5 minutes for completing the form: [Green Meeting Notes Form](#) . File this and email it to: member.services@mygreendoctor.org.