**Site Visit Issue Worksheet**

**Area of Focus:**

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| **Comment: (Is it a double strength or OFI, then put the item reference number (1.1a(1)—for example), and then write out the entire comment)** | |
| **Strategy** (What information do you need and how do you intend to obtain it, that is, persons to interview, questions to ask, specific documents to review?): | |
| **Who do you want to interview:**  **Questions to ask of Leaders:**  **Questions to ask of Focus Groups:**  **Questions to ask of Subject Matter Experts**:  **Questions to ask during Walkabouts:** |

**Documents to Review**:

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| **Findings** (What observations, specific answers, and/or updated results did you find during the site visit?): |
| **Revised Observations and Comments:** (Write the revised observations and comments here. These can be both strengths and OFI’s.): |
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