

## 30 Day Questions

**Employee Name:**

**Role:**

**Leader Conducting Session:**

**Start Date:**

**Date of 30-Day Meeting:**

Question		Action Taken, Including Tokens of Appreciation, if any & entering of Bright Ideas	Date Completed or Next Follow-Up
How do we compare with what we said			
What's working well			
Have there been any individuals who have been helpful to you?			
Based on your prior work, what ideas for improvement do you have?			
Is there any reason that you feel this is not the right place for you?			

Indicate overall Employee Satisfaction level on scale of 1-3: \_\_\_\_\_

3=Very Satisfied

2=Somewhat satisfied, unsure whether right place for them

1=Very Dissatisfied, likely to leave