

**Senior Leader Rounding
Scouting Report**

Name _____ Department _____

Dept/Person Rounded on _____ Date/Week of _____

Key Words or Questions	Special Employee Issues
1. Accomplishments of the Department	
2. New Equipment Purchased	
3. Staff to Recognize	<u>What/Why</u>
4. Staff to Coach/Mentor	
5. Tough Questions/Issues	