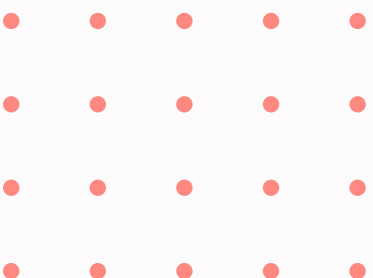
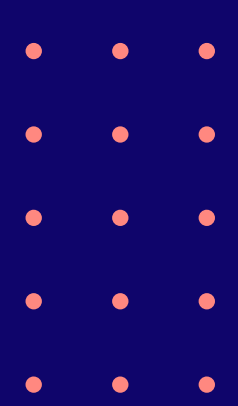


POSITIVE
IMPACT
consulting



A vintage stopwatch with a white face and black markings is the central focus, resting on a spiral-bound notebook page. The stopwatch has two large buttons on top and a smaller one on the side. The text "Create More Time" is written in a bold, dark blue serif font across the center of the stopwatch's face. The notebook page is lined and has a grid pattern. The background is a soft, light gray gradient. There are decorative red circular patterns with white lines in the top-left and top-right corners.

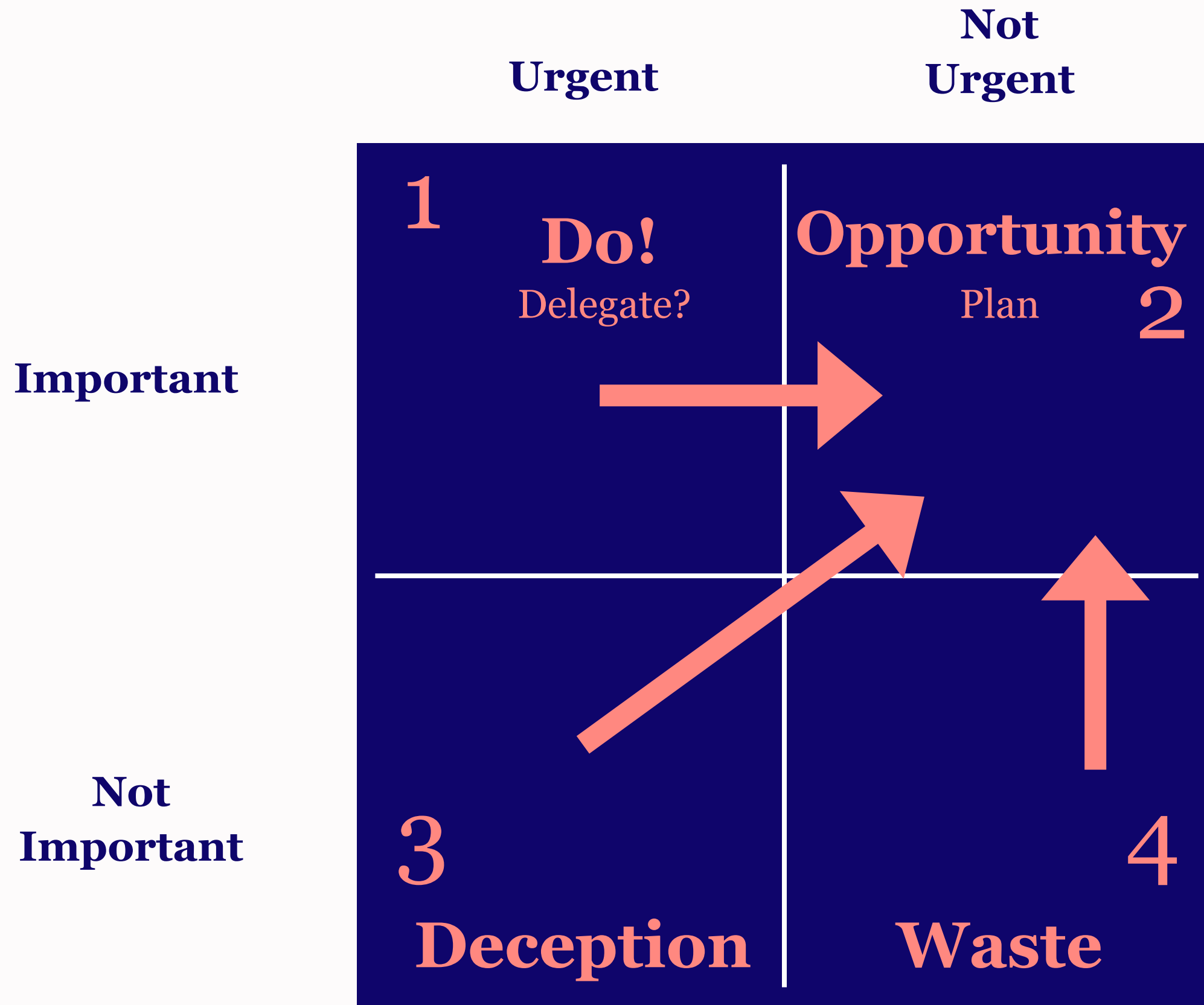
Create More Time

Professionals supporting infants with hearing differences —such as audiologists, speech-language pathologists, teachers of the deaf, family partners, and public health providers—face daily demands that pull their attention in multiple directions. This session helps participants step back and examine how they allocate their time, using a simple four-quadrant framework: **Do, Delegate, Plan, and Waste**. Through mapping daily tasks into these quadrants, participants will gain insight into where urgent pressures may overshadow important long-term goals, such as family engagement, early intervention planning, and collaborative care. The session provides **practical strategies** to prioritize high-impact work, reduce time spent on distractions, and protect space for proactive, meaningful interventions. Interactive discussions and reflection **exercises encourage participants to identify actionable changes** in their workflows, increasing efficiency and effectiveness while maintaining a focus on quality care. By the end, attendees will **leave with both a clear framework and concrete tools to align their daily activities with professional priorities**, ultimately supporting better outcomes for infants and families.

Learning Objectives:

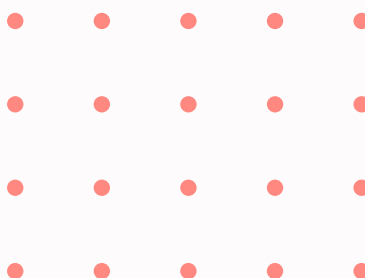
- Participants will **identify 2 areas to improve workflow** / time management.
- Participants will be able to **identify how they currently spend their time across four quadrants** and learn strategies to shift focus towards what matters most.
- Participants will **develop strategies to protect time** for important, non-urgent activities that drive long-term success.

Do, Delegate, Plan, Waste



Defining Quad 2:
Does this action --

Serve our mission?
Bring us closer to our vision?
Serve our stakeholders?
Prevent or solve problems?
Increase our capacity?



Evaluate Quadrant 1

After Action Review

On a scale of 1-10, how would you rate the execution of what you were doing?

What went exceptionally well?




What could be done differently in the future, to yield even better results?

An hourglass with a metal frame and glass bulbs, containing white sand, sits on a dark wooden surface. The background is a textured, light-colored wall. The quote "Time is a reflection of our values." is overlaid in a bold, orange-red serif font.

**Time is a reflection of our
values.**



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