

Goal-setting template for shared decision-making

A structured tool to collaboratively set and track goals with families, focusing on functional outcomes and measurable progress.

Step 1: Identify priority areas

As part of your communication strategy, be sure to ask parents, and the child, if appropriate:

- “What are your top concerns?”
- “Which areas would you like to see improvement?”

Step 2: Set goals

Note: This template is a sample for clinician guidance. ADHD presentations and family priorities are unique; goals should be individualized based on each child’s needs, developmental level, and clinical judgment.

Priority area	Goal	How we’ll measure	Timeframe	Notes and tips
Attention at school	Complete at least 3 consecutive math problems independently	Teacher checklist	2 weeks	Consider a token reward system
Homework completion	Finish daily homework independently 3/5 days a week	Parent observation log	1 month	Finish daily homework independently 3 /5 days a week
Emotional regulation	Take a 60 second break instead of yelling when frustrated	Parent observation log	2 weeks	Identify triggers and make notes. Use calm-down strategies
Sibling conflict	Pause and discuss strategy for arguments	Parent observation log	2 weeks	Teach problem-solving phrases and reinforce consistency
Task initiation	Begin chores or school assignments without reminders	Parent observation log	1 month	Visual schedule, small reward for completion

Step 3: Follow up and adjust

- Review this process alongside parents or caregivers
- Modify goals based on progress, family priorities, and treatment response
- Celebrate small wins to reinforce behavior

Printable resource

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