



ARIZONA DEPARTMENT OF CHILD SAFETY ACTION VERBS ARE SMART

Action verbs give parents clear direction for change; and give DCS Specialists, service providers, judges and others the ability to evaluate parents' success. Using action verbs, behavior change goals are Specific, Measurable, Achievable, Realistic, and Time-bound (SMART). Below is a list of action verbs that DCS Specialists and service providers can use in case plans and service plans.

Achieve	Care for	Convince	Drive	Fabricate	Illustrate
Act	Carry	Cook	Educate	Facilitate	Implement
Adapt	Catalog	Coordinate	Eliminate	Familiarize	Improve
Address	Categorize	Correct	Email	Fashion	Incorporate
Add	Chair	Correspond	Emphasize	Feed	Increase
Adhere	Change	Counsel	Enable	Fill	Individualize
Adjust	Chart	Create	Enact	Focus	Infer
Advise	Choose	Creative	Encourage	Follow	Influence
Advocate	Clarify	Criticize	Enforce	Forecast	Inform
Aid	Classify	Critique	Engineer	Form	Initiate
Allocate	Coach	Customize	Enlist	Fortify	Inspect
Alter	Collaborate	Decide			
Analyze	Combine	Defend			
Answer	Communicate	Define			
Apply	Compare	Delegate			
Appoint	Compel	Demonstrate			
Appraise	Compile	Describe			
Approve	Complete	Design			
Arbitrate	Compose	Detect			
Arrange	Compute	Determine			
Articulate	Conclude	Develop			
Ask	Condense	Devise			
Assembly	Conduct	Diagnose	Ensure	Found	Inspire
Assess	Confer	Differentiate	Enter	Furnish	Install
Assign	Conserve	Direct	Establish	Further	Instill
Assist	Consider	Discover	Estimate	Gather	Institute
Attain	Consolidate	Discuss	Evaluate	Generate	Instruct
Author	Construct	Display	Examine	Give	Insure
Authorize	Consult	Disseminate	Expand	Govern	Integrate
Balance	Contact	Dissuade	Expedite	Greet	Interact
Begin	Contract	Distinguish	Experiment	Handle	Interpret
Breakdown	Contrast	Distribute	Explain	Head	Intervene
Budget	Contribute	Divide	Explore	Help	Interview
Build	Control	Document	Express	Hold	Introduce
Calculate	Convert	Draft	Extend	Host	Invent
Call	Convey	Draw	Extract	Identify	Investigate

Avoid using vague verbs.

These words are open to interpretation and cannot be demonstrated or measured.

They leave parents uncertain about expectations.

Understand
Know
Believe
Be aware
Appreciate
Think
Grasp significance of
Enjoy
Internalize



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Invite	Navigate	Process	Remodel	Serve	Systematize
Involve	Negotiate	Produce	Reorganize	Share	Teach
Join	Observe	Product	Repair	Ship	Tell
Judge	Obtain	Program	Replace	Show	Terminate
Justify	Operate	Project	Reply	Simplify	Test
Label	Order	Promote	Report	Solve	Track
Launch	Organize	Propose	Represent	Sort	Train
Lecture	Originate	Provide	Reproduce	Specialize	Transform
Lift	Outline	Publicize	Research	Specific	Translate
List	Overhaul	Purchase	Reserve	Specify	Transmit
Listen	Oversaw	Qualify	Resolve	Spoke	Tutor
Locate	Paraphrase	Question	Respond	Standardize	Type
Log	Participate	Rate	Restore	State	Unify
Maintain	Perfect	Read	Retrieve	Stimulate	Update
Make	Perform	Rearrange	Review	Streamline	Upgrade
Manage	Persuade	Recite	Revise	Strengthen	Use
Manipulate	Photograph	Recommend	Revitalize	Study	Utilize
Market	Pioneer	Reconcile	Rewrite	Subdivide	Validate
Match	Plan	Record	Route	Submit	Verify
Measure	Point out	Recruit	Say	Succeed	Volunteer
Mediate	Point to	Rectify	Schedule	Suggest	Win
Merge	Practice	Reduce	Screen	Summarize	Work
Model	Prepare	Refer	Search	Supervise	White
Moderate	Present	Register	Secure	Supply	
Modify	Preside	Regulate	Select	Support	
Monitor	Prevent	Rehabilitate	Separate	Surpass	
Motivate	Print	Reinforce	Send	Survey	
Name	Prioritize	Relate	Sequence	Synthesize	