

Monthly Review Health-Check Checklist

The DIY version of our automated monthly email — five minutes, once a month.

Almost nothing in review management is hard to do once. What's hard is noticing when something that was fine quietly stops being fine — a slipping response time, a rating drift, a cluster of negative reviews nobody flagged. This is a five-minute monthly pass to catch that early.

- [] Every review this month replied to within 48 hours — check, don't assume
- [] No unexplained negative cluster (2+ negative reviews close together)
- [] Overall rating hasn't quietly drifted down since last month
- [] Review count is still growing — not flat for the month
- [] Checked all platforms, not just Google (Trustpilot, Facebook, allAgents)
- [] Review Badge Embed on your website still shows the correct, current numbers
- [] Re-ran 2-3 prompts from the AI Reputation Self-Check Kit

Monthly log

Month	Rating	Total reviews	Response rate	Issues found
Month 1				
Month 2				
Month 3				
Month 4				
Month 5				
Month 6				
Month 7				
Month 8				
Month 9				
Month 10				
Month 11				
Month 12				