

## CEO EVALUATION - 2001

*Check appropriate column; shaded areas not to be completed.*

| <b>STRATEGIC PLANNING</b>   | Yes | No | Improvement<br>Required | Proficient | A Strength | Excels | N/A |
|---|-----|----|-------------------------|------------|------------|--------|-----|
| <u><i>Mission Statement</i></u>   |     |    |                         |            |            |        |     |
| <ul style="list-style-type: none"> <li>▪ Mission Statement is periodically reviewed.</li> <li>▪ Values statement is periodically reviewed.</li> </ul>   | —   | —  |                         |            |            |        |     |
| 1. The CEO actively participates in the preparation of the mission statement.   |     |    |                         |            |            |        |     |
| 2. The CEO encourages hospital-wide participation in the development of the mission statement.  |     |    |                         |            |            |        |     |
| 3. The mission statement is used as a basis for setting objectives.   |     |    |                         |            |            |        |     |
| <u><i>Long Range / Strategic Plan</i></u>   |     |    |                         |            |            |        |     |
| <ul style="list-style-type: none"> <li>▪ Board / Medical Staff planning session is conducted annually.</li> <li>▪ Quality of care is major component of the strategic plan.</li> <li>▪ Hospital medical staff is involved in the strategic planning process.</li> </ul> | —   | —  |                         |            |            |        |     |
| 1. The CEO plays a major role in the strategic planning process.  |     |    |                         |            |            |        |     |
| 2. There is good understanding between the CEO and the Board as to projects to be achieved under the strategic plan.  |     |    |                         |            |            |        |     |
| <u><i>Management Planning</i></u>   |     |    |                         |            |            |        |     |
| <ul style="list-style-type: none"> <li>▪ An annual management plan is prepared and periodically reviewed with the Board.</li> </ul>   | —   | —  |                         |            |            |        |     |
| 1. The CEO sets forth goals and objectives in accordance with the management plan.  |     |    |                         |            |            |        |     |
| 2. Goals and objectives set are accomplished in a timely and competent manner.  |     |    |                         |            |            |        |     |

| STRATEGIC PLANNING   | Yes | No  | Improvement<br>Required | Proficient | A Strength | Excels | N/A |
|--|-----|-----|-------------------------|------------|------------|--------|-----|
| <p><i>Financial Responsibility</i></p> <ul style="list-style-type: none"> <li>▪ The budget process is completed in:               <ul style="list-style-type: none"> <li>a) a timely manner</li> <li>b) involves participation from Finance Cmt.</li> </ul> </li> <li>▪ Monthly financial reports are presented for Board review.</li> <li>▪ Variance reports on the financial statements are routinely presented to the Board.</li> <li>▪ Capital needs and allocations are routinely discussed with the Board.</li> <li>▪ Hospital achieved budgeted net income.</li> <li>▪ Maintained accounts receivable days less than national industry standard of 71AR days and 78 AR days for state of Washington.</li> </ul> | --- | --- |                         |            |            |        |     |
| 1. The CEO adequately plans for the financial needs of the hospital: a) long term<br>b) short term   |     |     |                         |            |            |        |     |
| 2. The CEO involves the medical staff & department managers in the budgeting process.  |     |     |                         |            |            |        |     |
| 3. The CEO effectively manages the financial affairs of the hospital.  |     |     |                         |            |            |        |     |
| <p><i>Quality Management</i></p> <ul style="list-style-type: none"> <li>▪ Department of Health survey meets expectations.</li> <li>▪ JCAHO accreditation survey meets Expectations.</li> <li>▪ TQM/CQI Program implemented.</li> <li>▪ Patient Satisfaction Survey in place and follow-up conducted.</li> </ul>  | --- | --- |                         |            |            |        |     |
| 1. The QA program is periodically reviewed with the Board.   |     |     |                         |            |            |        |     |
| 2. The CEO has made quality a high priority.   |     |     |                         |            |            |        |     |

| <b>STRATEGIC MANAGEMENT</b>  | Yes | No | Improvement<br>Required | Proficient | A Strength | Excels | N/A |
|--|-----|----|-------------------------|------------|------------|--------|-----|
| <u><i>Role in the Community</i></u>  |     |    |                         |            |            |        |     |
| 1. The CEO is active in community and civic affairs.   |     |    |                         |            |            |        |     |
| 2. The CEO is visible in the community and is recognized as a representative of the hospital.          |     |    |                         |            |            |        |     |
| 3. The CEO meets with community and business representatives to promote the hospital.                  |     |    |                         |            |            |        |     |
| <b>DAY-TO-DAY</b>  |     |    |                         |            |            |        |     |
| <u><i>Leadership</i></u>   |     |    |                         |            |            |        |     |
| 1. The CEO provides leadership and direction for an efficient, smooth running management team.         |     |    |                         |            |            |        |     |
| 2. The CEO and management staff are accessible to employees.   |     |    |                         |            |            |        |     |
| 3. The management of the hospital is handled in an orderly manner and is not crisis oriented.          |     |    |                         |            |            |        |     |
| <u><i>Employee Relations</i></u>   |     |    |                         |            |            |        |     |
| 1. Sound employee relations, policies, and procedures are in place.                                    |     |    |                         |            |            |        |     |
| 2. Employee grievances, litigation and turnover volume at an acceptable level.                         |     |    |                         |            |            |        |     |
| 3. Good employee morale exists in the hospital.  |     |    |                         |            |            |        |     |
| 4. The CEO gets along with employees, understands their problems and meets their needs as appropriate. |     |    |                         |            |            |        |     |
| <u><i>Board / Management Relations</i></u>   |     |    |                         |            |            |        |     |
| 1. The CEO is comfortable consulting the Board on matters relating to management of the hospital.      |     |    |                         |            |            |        |     |
| 2. The CEO has taken corrective action on deficiencies identified on previous evaluations.             |     |    |                         |            |            |        |     |
| 3. The CEO provides information to the Board in a timely manner.                                       |     |    |                         |            |            |        |     |
| 4. The CEO prepares management recommendations in advance so they can be acted on at Board meetings.   |     |    |                         |            |            |        |     |
| 5. The CEO is effective in his/her ability to manage this relationship.                                |     |    |                         |            |            |        |     |
| <u><i>Medical Staff Relations</i></u>  |     |    |                         |            |            |        |     |
| 1. The CEO routinely meets with and coordinates appropriate hospital matters with the medical staff.   |     |    |                         |            |            |        |     |

