



## Stub-Year Performance Review

Employee Name: John Quinn	Title: CEO
Department/Facility: Spalding Regional/Sylvan Grove	Location: Griffin, GA
Supervisor: Greg Burfitt	Date in Position Oct 1, 2003
Salary Manager (Dept. Head):	Review Period: From 6/03 to 12-31-03

### TO BE COMPLETED BY EMPLOYEE AND REVIEWED BY MANAGER

**Performance Planning and Development for FY 04** - Describe personal goals for FY 2004 below. At least two of the goals should be specifically oriented around one or more of the 5 Pillars of Target 100 Service Excellence. In planning personal development goals for FY 2004, focus on building upon strengths and addressing areas for which improvement is needed.

<b>Goal #1: Solidify Management Team (People)</b> <b>Actions I will take to achieve this goal:</b> Fill HRD and CFO Vacancies. Mentor new DBD and fill Marketing Director Position. Implement Management Development Training for Directors and Supervisors	<b>Weight (Optional) =</b> <b>Target Completion Date:</b> <b>How Measured:</b> Positions filled and effectiveness of team
<b>Goal #2 Strengthen Medical Staff Relationship and Commitment</b> <b>Actions I will take to achieve this goal:</b> Frequent contact in formal and informal meetings and social interactions Identify and develop medical staff leaders Recruit orthopedic surgeon, general surgeon, and neurologist. Reduce chart deficiencies and decrease DNFB	<b>Weight (Optional) =</b> <b>Target Completion Date: How Measured:</b> Physician satisfaction survey, medical staff involvement in committees, increased volume
<b>Goal #3: Increase Market Share and grow market area (Growth)</b> <b>Actions I will take to achieve this goal</b> Implement Clinic de la Mama program Redirect and/or recruit MD to South Henry County (Locust Grove) and South Clayton County (Lovejoy). Marketing, public relations and civic involvement in surrounding counties Obtain CON for Rehab/and facility expansion Business development task force	<b>Weight (Optional) =</b> <b>Target Completion Date:</b> <b>How Measured:</b> Volume Growth
<b>Goal #4: Reduce Contract Labor and Turnover (Cost and People)</b> <b>Actions I will take to achieve this goal:</b> Hire new HRD and redevelop Human Resource Department Implement aggressive recruitment to fill RN vacancies in ED and ICU. Improve orientation and establish mentoring program	<b>Weight (Optional) =</b> <b>Target Completion Date: How Measured:</b> Contract labor cost Turnover rates



<p><b>Goal #5: Improve ED Patient Satisfaction and Maintain 4 Star Hospital Status</b></p> <p><b>Actions I will take to achieve this goal:</b>                  Expectations established for ED physician group                  Process improvement team established, CEO will be involved                  Reduce Contract labor and improve culture</p>	<p><b>Weight (Optional) =</b></p> <p><b>Target Completion Date:</b></p> <p><b>How Measured:</b>                  ED Pt. Satisfaction above Tenet Average                  LWBS less than 2%</p>
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- Goal 6      Quality**
- **Successful JCAHO Survey**
  - **Manage Implementation of Commitment to Quality to assure maximum value**
  - **Improvement in reported CMS quality indicators**

**TO BE COMPLETED BY SUPERVISOR**

**Stub Year Performance Rating** - Rate the employee's overall performance for the period June 1, 2003 through December 31, 2003. If there has been no significant change in the employee's performance since his/her last performance evaluation, you may use the prior evaluation score. If there has been a significant improvement or decline in the employee's performance since his/her last performance evaluation, document those changes in the Supervisor Comments box. For a Rating of 2.0 or lower, attach a performance development plan. **Note:** If the employee has no prior performance evaluation, complete the full evaluation form found on the Compensation home page of eTenet.

*Merit Scale*

<b>Rating</b>	<b>Merit Scale</b>
<i>Regularly and significantly exceeded all expectations.</i>	5
<i>Always met and frequently exceeded expectations.</i>	4
<i>Always met expectations.</i>	3
<i>Usually met but occasionally fell below expectations.</i>	2
<i>Frequently fell below expectations. Needs immediate improvement.</i>	1

<b>Overall Rating</b>
Merit Rating =



Supervisor Comments:

Employee Comments:

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*Employee's Signature*

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**Date**

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*Supervisor's Signature*

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**Date**

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*Salary Manager's Signature*

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**Date**

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*Human Resources Signature*

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**Date**