***[HOSPITAL NAME]***

**ADMINISTRATIVE POLICY**

CATEGORY: General Administration **CODE: F-4**

SUBJECT: Strategic/Business Plan Policy **EFFECTIVE:**

**COORDINATOR: Chief Executive Officer**

[HOSPITAL NAME] shall maintain a strategic plan or business plan that is reviewed on an annual basis. The plan should be created with the input of department heads and employees.

The appropriate pieces of the plan should be distributed and communicated to the entire organization.

Goals should be specific, measurable, agreed upon, realistic, and time-based. Each goal should be assigned to a responsible person to ensure it is achieved.

A dashboard reports will be developed to measure and track the goals and will be updated monthly.

APPROVED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_