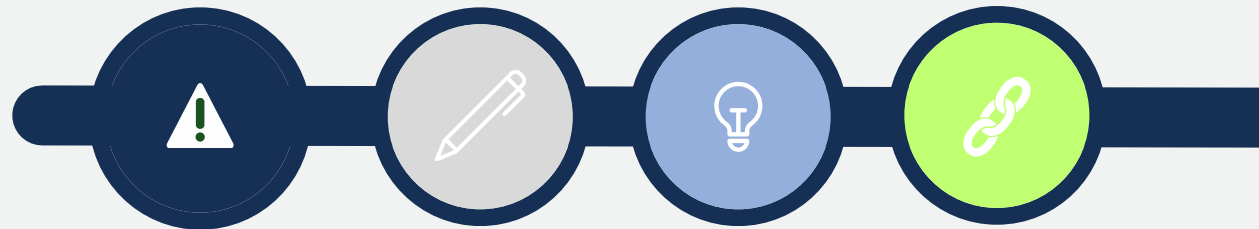


STRATEGIC ROADMAP FOR OPERATIONAL EXCELLENCE & WORKFORCE DEVELOPMENT

Our Strategic Roadmap for Operational Excellence and Workforce Development serves as a dynamic tool to guide your organization toward a future of enhanced care and operational excellence. This comprehensive guide is designed to drive transformational change and elevate the quality of care within your organization. It outlines strategic goals and actionable initiatives, ensuring that organizational leadership addresses the evolving needs of your patients, optimizes operational efficiency, and leverages best practices for the provider workforce.



MAPPING SUCCESS WITH PURPOSE

The primary purpose of this strategic roadmap is to provide a clear and actionable framework for advancing your healthcare delivery and provider recruitment system. It aims to align organizational objectives with emerging trends and best practices in healthcare, fostering a culture of continuous improvement and innovation. By focusing on patient-centered care, operational excellence, and technological advancement, your clinics can enhance outcomes and streamline processes.

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01

EXECUTIVE SUMMARY

A high-level overview of the Healthy Clinic Assessment (HCA) and Community Apgar Assessment (Apgar) providing a quick and comprehensive understanding of the assessments, motivations for completion, and goals.

02

DATA DASHBOARDS

Data visuals, including key metrics, trends, and performance indicators for the HCA and Apgar Assessments.

03

ROADMAP TOOL

A tool to help individuals or teams visualize, plan, and manage the strategic direction of the shortened versions of the HCA and Apgar assessments to quickly identify areas for improvement or determine the need for a full assessment(s).

HCA CASE STUDY

An example of a comprehensive HCA Assessment within a real-world context, highlighting results, focus areas, and proposed solutions.

04

APGAR CASE STUDY

An example of a comprehensive Apgar Assessment within a real-world context, including results, focus areas, and proposed solutions.

GLOSSARY

A list of terms and their definitions to clarify specialized or technical language used in the text, making the content more accessible and understandable for readers who may not be familiar with the terminology.

05

SECTION 1

EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

HEALTHY CLINIC ASSESSMENT

The Healthy Clinic Assessment (HCA) aims to evaluate and enhance the operational efficiency of rural health clinics in Colorado. This assessment focuses on identifying key areas for improvement to optimize clinic performance, enhance patient outcomes, and ensure the sustainability of rural healthcare services.

COMMUNITY APGAR QUESTIONNAIRE

The Community Apgar Questionnaire (CAQ), or Apgar, evaluates current strategies and practices for attracting and retaining healthcare providers in rural settings. This assessment identifies key challenges, offers actionable insights, and provides recommendations to improve recruitment efforts and enhance provider retention, ensuring a stable and effective workforce.

GOALS AND OBJECTIVES



STREAMLINE WORKFLOW

Identify and eliminate inefficiencies in clinic operations to improve service delivery and reduce patient wait times.



OPTIMIZE REVENUE CYCLE MANAGEMENT

Address issues in billing, coding, and reimbursement processes to improve financial stability and reduce administrative burdens.



STREAMLINE RECRUITMENT PROCESS

Improve the efficiency and effectiveness of the recruitment process to reduce time-to-fill positions and improve candidate experience.



BUILD A STRONG EMPLOYER BRAND

Develop a compelling employer value proposition that highlights the organization's strengths, culture, and benefits to attract high-quality candidates.

KEY MOTIVATORS

HCA

Many rural clinics face challenges with inefficient workflows, leading to longer patient wait times and reduced staff productivity. Streamlining processes, adopting best practices, and leveraging technology can significantly enhance operational efficiency.

HCA

Clinics often face challenges with revenue cycle management, including billing errors and delayed reimbursements. Implementing effective financial management systems can improve cash flow and reduce administrative burdens.

APGAR

There is a significant shortage of qualified healthcare professionals, particularly in specialized and rural areas. The competition for talent is high, necessitating innovative recruitment strategies.

APGAR

Insufficient data on workforce trends and provider needs hinders effective planning and decision-making.



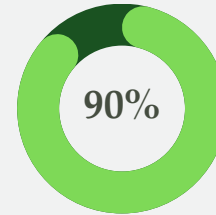
SECTION 2

HCA & APGAR DATA DASHBOARDS

HEALTHY CLINIC ASSESSMENT DASHBOARD-2023

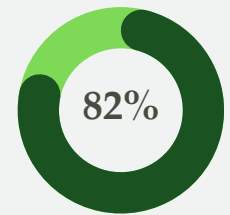
The Healthy Clinic Assessment process is designed to systematically evaluate and enhance the quality of care, operational efficiency, and overall performance of healthcare clinics. To gain real-time data, CRHC staff will conduct an on-site assessment using interviews, document reviews, and observations. Based on their findings in each area, CRHC will assign points to reflect the clinic's performance and identify top opportunities for improvement. This dashboard highlights an example of the results for the participating clinics across the state in 2023.

TARGET GOAL SCORE

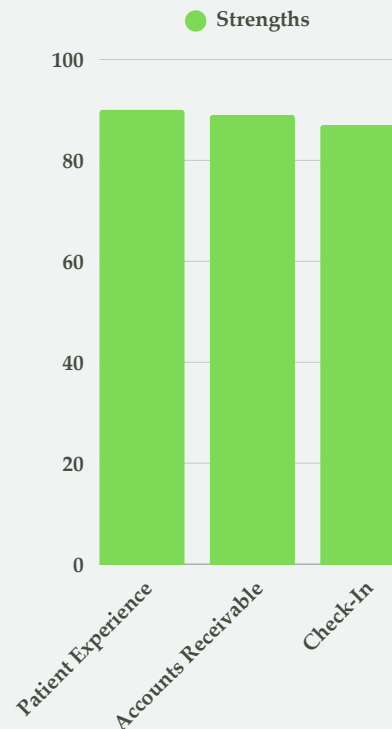
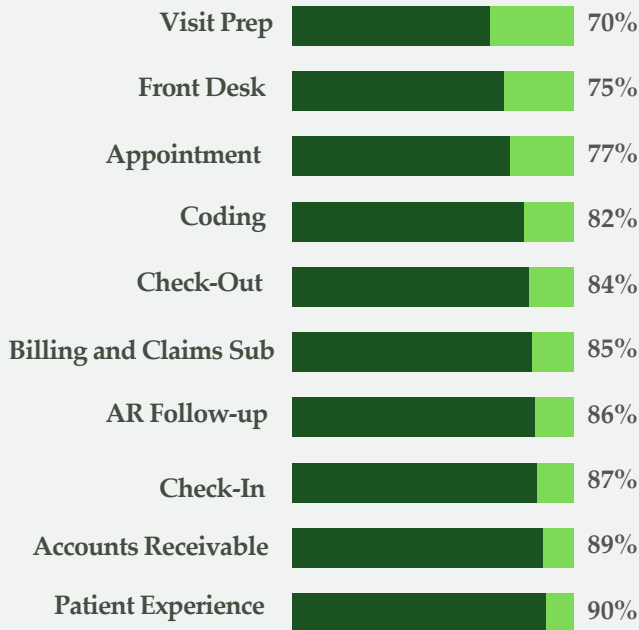


Operational improvement will be reflected in clinics achieving an HCA score of 90% or higher, which is a strong indicator of a well-functioning clinic.

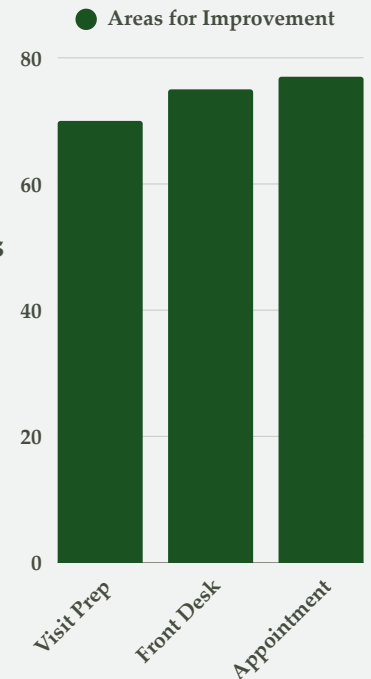
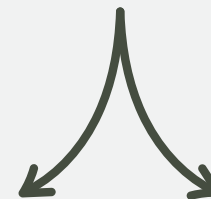
AVERAGE 2023 SCORE



HCA SCORE BREAKDOWN BY CATEGORY



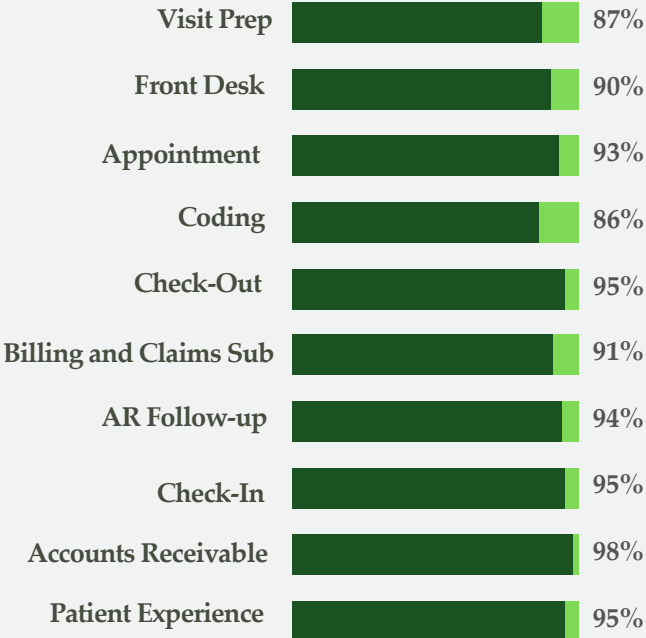
TRENDING CATEGORIES FROM INITIAL HCAs



HEALTHY CLINIC ASSESSMENT DASHBOARD- 2024

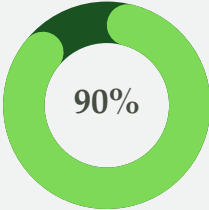
As part of the Year 2 HCA follow-up, the assessment revisited the areas identified in Year 1 where the clinic scored the lowest. Each facility developed action plans based on the results from year 1, targeting the top 3 areas of concern. CRHC provided best practices and resources to support improvements. In year 2, the HCA reviewed these areas for progress, and the data outcomes are outlined below.

HCA SCORE BREAKDOWN BY CATEGORY

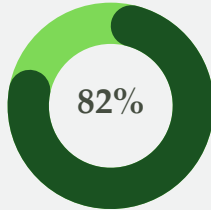


Participating clinics in Year 2 achieved the 90% minimum target, with an average HCA score of 92.5% in the Year 2 follow-up. This score reflects a significant operational improvement, demonstrating that the clinic is now following best practices for a well-functioning clinic.

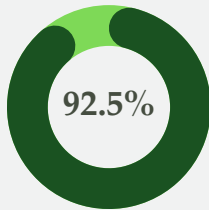
TARGET GOAL SCORE



AVERAGE 2023 SCORE



AVERAGE 2024 SCORE



BIGGEST IMPROVEMENT AREAS FROM YEAR 1- YEAR 2:

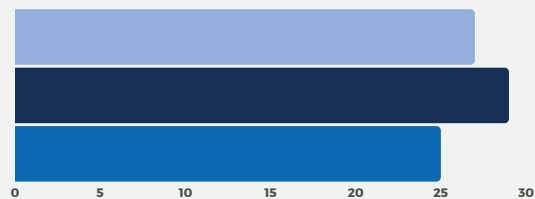
- Front Desk
- Appointment
- Visit Prep

COMMUNITY APGAR QUESTIONNAIRE DASHBOARD-2023

The Community Apgar Program is a nationally recognized, research-driven initiative designed to assess readiness for recruiting healthcare providers. The research findings highlight specific community factors that significantly influence the recruitment and retention of providers in rural healthcare settings, aiding in the development of a strategic recruitment plan. Real-time data is collected through a questionnaire completed by both a provider and an administrative staff member. This dashboard highlights an example of the results for participating clinics across the state in 2023.

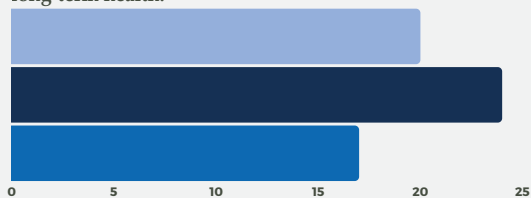
SCOPE OF PRACTICE

Flexibility in allowing providers to practice within their desired scope is crucial for both attracting candidates and supporting their long-term retention.



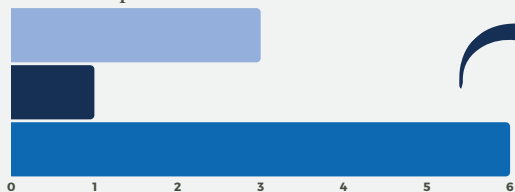
COMMUNITY SUPPORT

When rural communities value and appreciate their providers, it creates a significant advantage for recruitment and retention, as satisfied providers are more likely to stay and contribute to the community's long-term health.



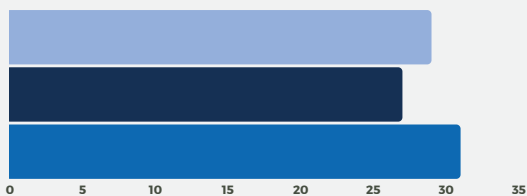
GEOGRAPHIC

Being knowledgeable about the geographical advantages and challenges of your community is a top priority when engaging with candidates, as it helps them make informed decisions about relocating and establishes trust in the recruitment process.



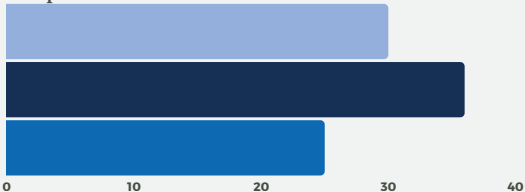
MEDICAL SUPPORT

Access to quality medical support helps providers feel supported and empowers them to deliver optimal care, ultimately enhancing patient outcomes.



ECONOMIC

Understanding what you have to offer and what the candidate is seeking is essential for effectively leveraging those insights when discussing compensation.



These data visuals illustrate the variation in participants' feelings about the overall Apgar classes. For example, in the Geographic Class, providers expressed more positive feelings about the individual factors compared to the administrative staff member. This can influence the language used to promote your community.

TOP 5 STATE FACTORS

- Income Guarantee
- Call rotation schedule and practice coverage
- Perception of quality care
- Stability of provider workforce
- PA,NP collaboration and workforce

BOTTOM 5 STATE FACTORS

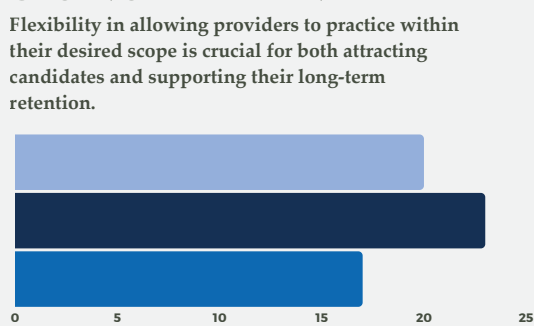
- Housing availability and affordability
- Spousal satisfaction
- Access to larger community
- Mental Health Integrated Care
- Shopping and Other Services

COMMUNITY APGAR QUESTIONNAIRE DASHBOARD-2024

In Year 2, the same process was followed, with real-time data collected through a questionnaire completed by both a healthcare provider and an administrative staff member. The goal is to schedule with the same administrator and provider at each participating clinic as Year 1. However, we understand that factors such as turnover, scheduling conflicts, or a lack of willingness to participate may arise, and in those cases, flexibility was provided to accommodate necessary adjustments. This dashboard highlights the results for participating clinics across the state in 2024.

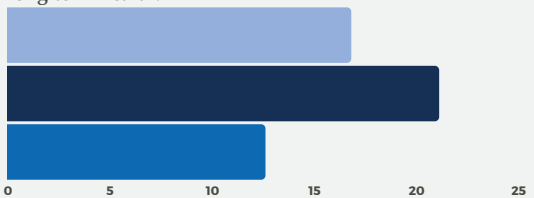
SCOPE OF PRACTICE

Flexibility in allowing providers to practice within their desired scope is crucial for both attracting candidates and supporting their long-term retention.



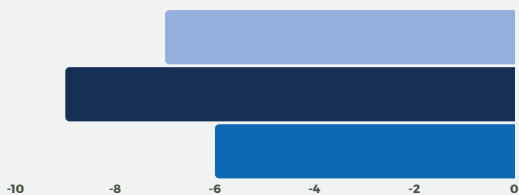
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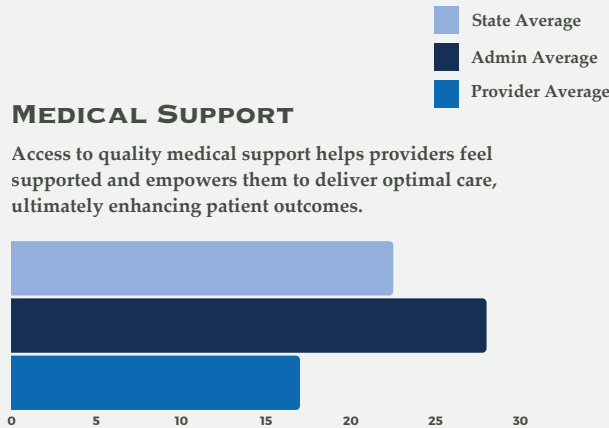
GEOGRAPHIC

Being knowledgeable about the geographical advantages and challenges of your community is a top priority when engaging with candidates, as it helps them make informed decisions about relocating and establishes trust in the recruitment process.



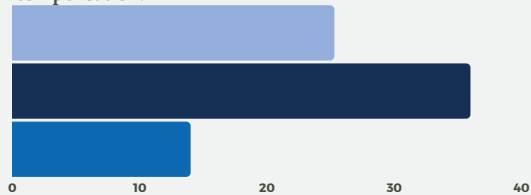
MEDICAL SUPPORT

Access to quality medical support helps providers feel supported and empowers them to deliver optimal care, ultimately enhancing patient outcomes.



ECONOMIC

Understanding what you have to offer and what the candidate is seeking is essential for effectively leveraging those insights when discussing compensation.



TOP 5 STATE FACTORS

- Competition (collegiality amongst providers)
- Perception of Quality Care
- Recreational Opportunities
- PA, NP collaboration and workforce
- Income Guarantee

BOTTOM 5 STATE FACTORS

- Housing availability and affordability
- Spousal satisfaction
- Access to Larger Community
- Social Bonding
- Obstetric Care

SECTION 3

ROADMAP TOOL

NAVIGATING THE ROADMAP: A USER'S GUIDE

This roadmap serves as a maintenance tool for clinics that participated in the CRHC HCA and/or Community Apgar Questionnaire, allowing them to monitor adherence to their original action plans. Alternatively, it can also serve as a starting point for clinics to evaluate whether additional assessments are necessary or as a basis for discussions about workforce needs and planning.

FAMILIARIZE YOURSELF WITH KEY COMPONENTS

Objectives and Goals: Start by reviewing the main goals that the roadmap aims to achieve. These are the outcomes you are working towards.

Action Plans: Identify the specific tasks and initiatives required to reach these goals. Each action plan includes detailed steps, assigned responsibilities, and deadlines.

Timelines and Milestones: Take note of important dates and milestones. These markers help you track progress and ensure that you are on schedule.

ASSIGN AND EXECUTE TASKS

DELEGATE RESPONSIBILITIES

Assign Tasks: Clearly assign each task to the appropriate team members or departments. Ensure everyone understands their role and what is expected.

Allocate Resources: Provide the necessary resources, such as budget, tools, and support, to complete the tasks efficiently.

TAKE ACTION

Start Working: Begin executing the tasks as outlined in the action plans. Follow the deadlines and complete each step according to the roadmap.

MONITOR AND TRACK PROGRESS

KEEP AN EYE ON MILESTONES

Track Progress: Regularly check your progress against the milestones and deadlines set in the roadmap. This helps you stay on track and identify any potential delays.

MEASURE PERFORMANCE

Use Metrics: Evaluate performance using the key performance indicators (KPIs) specified in the roadmap. These metrics provide insight into how well you are meeting your goals.

REVIEW AND EVALUATE ASSESS RESULTS

Evaluate Outcomes: Periodically review the results and compare them with your goals. Determine whether the objectives are being met and assess the effectiveness of your actions.

IDENTIFY CHALLENGES

Spot Issues: Look for any obstacles or issues that may be hindering progress. This could include delays, resource shortages, or unexpected challenges.

ADJUST AND ADAPT MAKE NECESSARY ADJUSTMENTS

Modify Plans: Based on your review, adjust the action plans, timelines, or resource allocation as needed. This helps you stay aligned with your objectives and address any issues.

COMMUNICATE AND COLLABORATE SHARE UPDATES

Inform Stakeholders: Regularly communicate progress, updates, and any changes to all relevant stakeholders. This keeps everyone informed and engaged.

GATHER FEEDBACK

Seek Input: Collect feedback from team members and stakeholders to improve the process and make further adjustments if needed.

INSTRUCTIONS FOR IMPLEMENTING THE ROADMAP

CONCEPT OVERVIEW

This sliding scale approach was developed as a combined assessment of the HCA and Community Apgar Questionnaire (CAQ), allowing for a nuanced analysis of how different factors interrelate and to provide a more comprehensive understanding of the assessed areas.

On the following page, the scale includes questions from one assessment (HCA) on the left, questions from the CAQ on the right, and an overlapping question in the middle that bridges the two evaluative frameworks. This design allows for comparative analysis and is particularly useful when integrating or comparing results from the two distinct assessments.

The sliding scale approach visually and analytically integrates two different assessments by:

- **End Points:** Representing each assessment with a set of questions or criteria at opposite ends of the scale.
- **Overlapping Question:** Featuring a common question or criterion in the middle that links the two assessments.

Examine the factors related to each class and engage in a team discussion about each presented question. Observe how smoothly and consistently the clinic's processes or plans align with each factor.

Use the provided scale to evaluate each class, assessing the effectiveness of your operational and provider recruitment plans. Assign 1 point for each factor that consistently meets the specified criteria, with a maximum of 5 points per class. Record your score by placing a dot next to the corresponding class title and score on page 11 of this document.

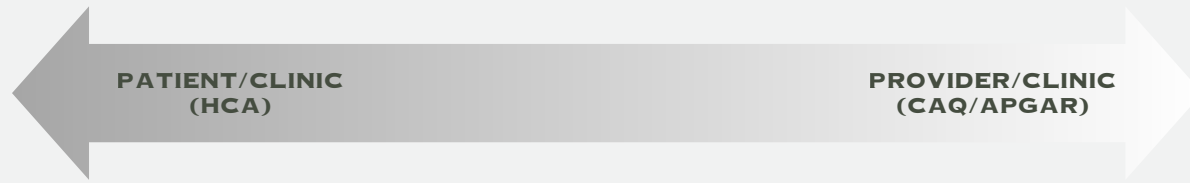
- **1 (Very Ineffective):** The process fails to meet its objectives and is significantly flawed.
- **2 (Ineffective):** The process has notable issues and does not fully achieve its goals.
- **3 (Neutral):** The process is satisfactory but has areas for improvement.
- **4 (Effective):** The process meets its objectives well with only minor improvements needed.
- **5 (Very Effective):** The process consistently achieves its goals and operates efficiently.

For classes scoring at the very ineffective or ineffective, organize a round-table discussion with a diverse group of staff members to explore potential additions or modifications to your strategic plans in those areas. If multiple classes score at neutral or below, connect with CRHC to initiate a full assessment.

Use the glossary at the end of this document to help define the aspects of the factors and classes.

Directly following the Roadmap Tool, a business canvas planning tool can be used to develop detailed action plans.

The business canvas tool is a strategic management framework that helps visualize and design an organization's business model. It provides a structured approach to breaking down and understanding the key components necessary for formulating actionable plans. In this context, the business canvas will be adapted to focus specifically on the planning and management of individual classes or focus areas.



	CLASS	FACTOR 1	FACTOR 2	FACTOR 3	FACTOR 4	FACTOR 5
	PATIENT EXPERIENCE	Are waiting rooms inviting, clean, and organized? Are all patients greeted throughout the clinic?	Is there routine customer service training provided for all appropriate personnel?	Does the community demographics and payor mix allow family medicine providers to practice at the top of their scope and deliver the care they feel is appropriate?	What does the clinic provide in terms of community support of a provider?	What is the perception of quality care delivered within your clinic?
	INTERNAL SUPPORT	Do daily huddles take place? Are all staff involved?	Are there materials in place to assist with preparation processes? (Review schedule prior to appointments or visual aids)	Does the physical plant and equipment meet the needs of providers and patients?	What is the stability of your provider workforce?	Have you considered the quality and quantity of your nursing staff?
	MANAGEMENT	What QI programs are in place that lead to the improvement of healthcare delivery and patient safety?	What is included in the marketing and communications strategic plan?	How does the RHC Leadership function with each other and with other staff?	What steps do you take for provider spouse and family onboarding?	How fluid is your recruitment plan from start to finish?
	COMMUNITY SUPPORT	Does the facility have a designated patient navigator?	During check-in are all Medicare patients being assessed for Medicare Secondary Payor (MSP)?	What quality improvement or population health committees do you have providers participate in?	What scope of practice options are available to providers?	What are the current plans for capital investment and who participates in those conversations?
	FINANCIAL	Does the facility have written and signed agreements with patients who carry self-pay balances?	Do you have a process in place to research if service is not covered by Medicare and what is the process for letting the patient know?	How collaborative are your resources for patient care options?	Do you have telehealth for patient AND provider consulting?	What integrated care resources are available to your providers (dental, pharmacy, mental health)?

POINT SCALE

5 out 5 = Very Effective
 4 out 5 = Effective
 3 out 5 = Neutral
 2 out 5 = Ineffective
 1 out 5 = Very Ineffective

**PATIENT
 EXPERIENCE**

**INTERNAL
 SUPPORT**

MANAGEMENT

**COMMUNITY
 SUPPORT**

FINANCIAL

**VERY EFFECTIVE
 (5)**

**EFFECTIVE
 (4)**

**NEUTRAL
 (3)**

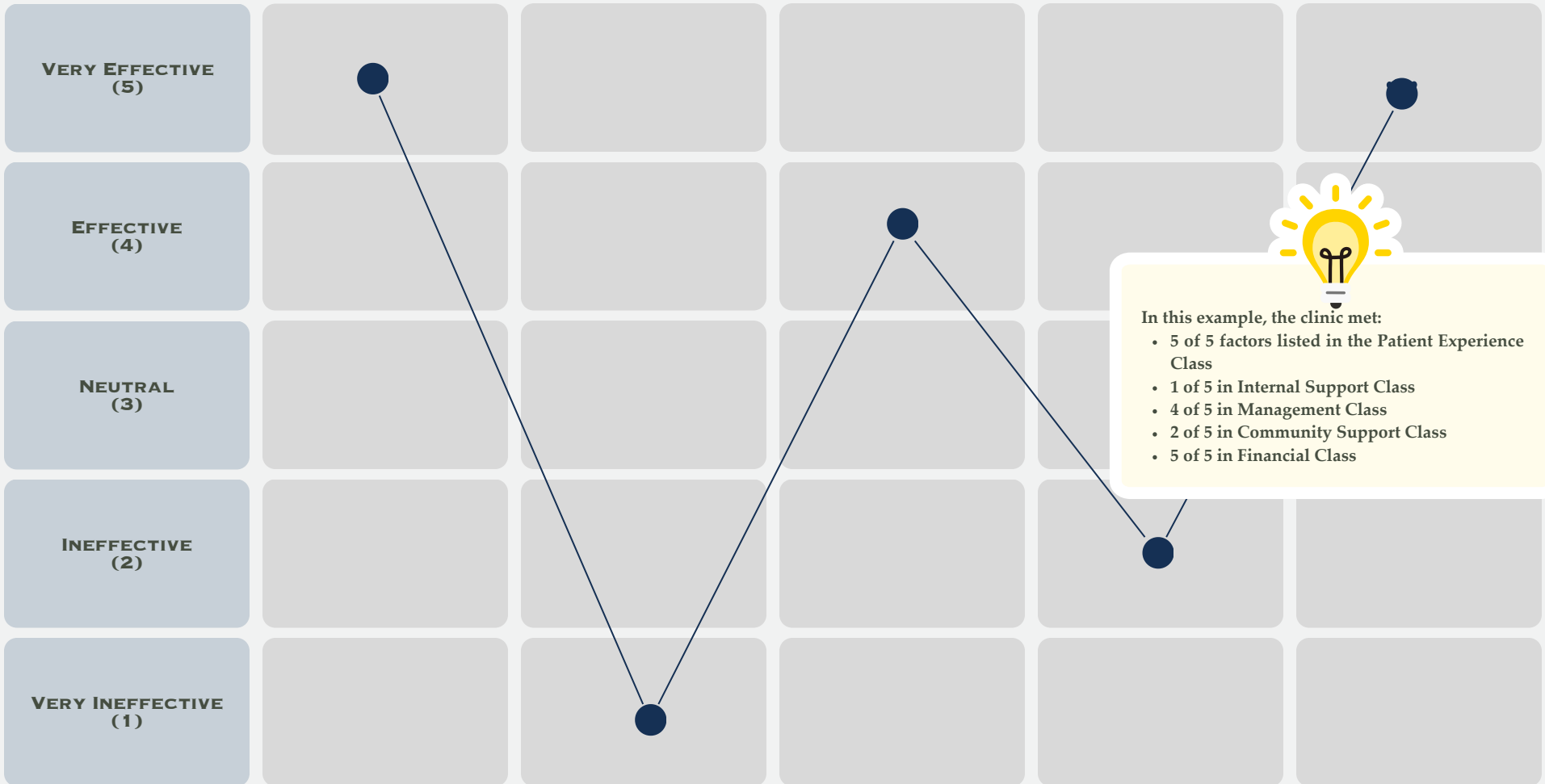
**INEFFECTIVE
 (2)**

**VERY INEFFECTIVE
 (1)**



In this example, the clinic met:

- 5 of 5 factors listed in the Patient Experience Class
- 1 of 5 in Internal Support Class
- 4 of 5 in Management Class
- 2 of 5 in Community Support Class
- 5 of 5 in Financial Class



POINT SCALE

- 5 out 5 = Very Effective
- 4 out 5 = Effective
- 3 out 5 = Neutral
- 2 out 5 = Ineffective
- 1 out 5 = Very Ineffective

**PATIENT
EXPERIENCE**

**INTERNAL
SUPPORT**

MANAGEMENT

**COMMUNITY
SUPPORT**

FINANCIAL

**VERY EFFECTIVE
(5)**

**EFFECTIVE
(4)**

**NEUTRAL
(3)**

**INEFFECTIVE
(2)**

**VERY INEFFECTIVE
(1)**

01.

PEOPLE

Who do we need to involve?

FOCUS AREA OR CLASS:

03.

STORYTELLING

How will we communicate?

--	--	--

02.

CHALLENGES

What challenges do we currently face?

04.

PROBLEM

What problems are we addressing?

--	--	--

05.

SOLUTION

What solutions do we develop?

Empty rounded rectangular box for notes.

Blue sticky note with a dark blue tab on top.

Blue sticky note with a dark blue tab on top.

Blue sticky note with a dark blue tab on top.

07.

IMPACT

How will this make a difference in the clinic?

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Green sticky note with a blue tab on top.

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Green sticky note with a blue tab on top.

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06.

VISION

What is our ideal system?

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SECTION 4

HCA & APGAR CASE STUDIES

HCA CASE STUDY

This comprehensive evaluation aims to assess every facet of clinic operations, from patient flow and staff coordination to resource management and technology integration. By analyzing key performance metrics and gathering feedback from both patients and staff, the assessment seeks to identify strengths and areas for improvement. The goal is to streamline processes, optimize resource use, and ultimately elevate the quality of care provided. The insights gained will drive strategic improvements in delivering exceptional and efficient healthcare services.



EXAMPLE FINDINGS

Visit Prep- 75.38% (49/65 points)

- a. The clinic did not utilize all staff huddles daily
 - o Best practices show that clinics utilizing daily all staff huddles experience improved workflow, communication and function as a cohesive unit.
 - Discuss daily schedule
 - Review patient needs
 - Review clinic needs
 - Understand responsibility delegation

CLINIC BASED ACTION PLAN EXAMPLE

Focus Area # 1: Daily Huddles

<p>Goal(s): What do you want to accomplish in this area for improvement? (Follow SMART guidelines Specific, Measurable, Attainable, Relevant, Time-Based, reference SMART goal chart)</p>	<p>S: I want to implement effective daily huddles within my team to improve communication, increase alignment on tasks, and address any immediate concerns or obstacles. The goal is to establish a consistent huddle routine that enhances team productivity and collaboration.</p> <p>M: I will measure the success of the daily huddles by tracking the following metrics: the percentage of team members attending (target: 95% attendance), the number of actionable items or issues resolved during each huddle (target: at least 2 actionable items per meeting), and team satisfaction with the huddles as measured by a monthly survey (target: 80% satisfaction).</p> <p>A: This goal is attainable as I will set up the huddles for a fixed time each day (e.g., 9:00 AM), ensuring they last no longer than 15 minutes to keep them efficient. I will prepare an agenda in advance and encourage participation from all team members. Additionally, I'll provide training on how to conduct effective huddles if needed.</p> <p>R: Implementing daily huddles is relevant as it will improve team coordination, speed up decision-making, and address issues promptly. This will contribute to achieving project goals more efficiently and foster a better team dynamic.</p> <p>T: I will implement the daily huddles starting next Monday and run them consistently for 3 months. After the initial 3 months, I will review the effectiveness of the huddles based on the metrics mentioned, gather feedback from the team, and make any necessary adjustments.</p>
<p>Action Plan(s): What are you going to do? How will it be done? Who will be involved? Think 'actions' that need to take place to reach the future process or to reach the goal</p>	<p>1. Preparation</p> <ul style="list-style-type: none"> • Task: Schedule huddles <ul style="list-style-type: none"> o Action: Set a fixed time for the huddles (e.g., 9:00 AM daily). o Deadline: End of this week. • Task: Create a huddle agenda template <ul style="list-style-type: none"> o Action: Develop a standard agenda to ensure each huddle is structured (e.g., updates, issues, action items). o Deadline: 2 days from now. • Task: Inform team members <ul style="list-style-type: none"> o Action: Send a communication to the team about the new daily huddles, including the time, purpose, and expected outcomes. o Deadline: 1 day from now.

Points scored based on interviews, observation and record review completed by designated CRHC staff completing assessment.

Total possible points are predetermined based on current CRHC HCA Assessment.

SECTION	Points Scored	Points Possible	%
Patient Experience	53	55	96.36%
Front Desk Operations	57	65	87.69%
Appointment	50	60	83.33%
Check-In	69	85	81.18%
Check-Out	35	45	77.78%
Visit Prep	49	65	75.38%
Billing and Claim Submission	32	40	80%
Coding	21	25	84%
Accounts Receivable	28	30	93.33%
Accounts Receivable Follow-up	81	85	95.29%
TOTAL	475	555	85.59%

Examples of possible focus areas for an action plan.

GOAL:

The goal is to have a total score of 90% or greater.

APGAR CASE STUDY

This comprehensive evaluation aims to assess 50 predetermined factors of provider recruitment and retention operations, from the hiring process and onboarding to ongoing support and professional development. By analyzing key performance metrics and gathering feedback from both providers and recruitment staff, the assessment seeks to identify strengths and areas for conversation. The goal is to streamline recruitment processes, optimize retention strategies, and ultimately enhance the overall experience for incoming providers.



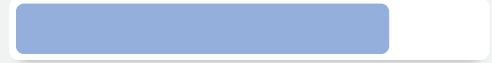
POSTCARD SLIDE

This slide shows your clinic's top 10 most positively unique factors compared to the other participating clinics.

RECREATIONAL OPPORTUNITIES



CLIMATE



ACCESS TO A LARGER COMMUNITY



PA AND NP WORKFORCE



Quality and Quantity



CALL AND PRACTICE COVERAGE



EXAMPLE LANGUAGE

The goal is to find connections between the top 10 factors that make your clinic unique and use them to tell a story to a provider.

ABC Town is a charming mountain community that has something for everyone. With its stunning scenery and friendly atmosphere, it's the perfect place to call home.

A paradise for outdoor enthusiasts, ABC Town is surrounded by lush forests and mountains ideal for hiking, camping, fishing, and hunting. In the winter, residents can enjoy skiing and snowboarding at nearby resorts. The town also offers a range of other outdoor activities, including golfing, biking, and horseback riding.

ABC Town fosters a warm and welcoming environment where everyone feels a sense of belonging. Residents are always willing to lend a helping hand, creating a strong sense of camaraderie. From excellent schools and youth activities to unique shops, restaurants, and annual events, there's something for everyone.

Despite its rural setting, ABC Town provides a variety of amenities to meet the needs of residents and visitors. The town features a grocery store, gym, cafes, post office, library, and several restaurants. Plus, it's just a short drive from larger cities like DEF Town and GHI Town, making it easy to access shopping, dining, and entertainment options.

ABC Town, Colorado, is a beautiful and vibrant mountain community that truly has something for everyone. If you're looking to enjoy the peace and tranquility of nature while remaining close to essential amenities, ABC Town is the perfect place for you!

Your unique clinic factors taken directly from Apgar Report!



QR code links directly to application!

SECTION 5

GLOSSARY

GLOSSARY

ADMINISTRATIVE BURDENS

Definition: The workload and responsibilities related to managing the administrative aspects of a clinic's operations. Reducing administrative burdens involves streamlining processes to lessen the workload on staff.

CASH FLOW

Definition: The movement of money into and out of a clinic's accounts. Positive cash flow indicates that a clinic is generating more income than expenses, which is crucial for maintaining financial health.

COMMUNITY DEMOGRAPHICS AND PAYOR MIX

Definition: The characteristics of the community served by the clinic, including age, income levels, and insurance types. Understanding these factors helps determine if providers can practice fully within their scope and deliver appropriate care.

COMMUNITY SUPPORT OF A PROVIDER

Definition: The assistance and resources provided by the community to support healthcare providers, including integration into local networks and community engagement.

DAILY HUDDLES

Definition: Brief, daily meetings where staff discuss daily operations, patient care, and other relevant issues. All staff are typically involved to help promote communication and coordination.

DELAYED REIMBURSEMENTS

Definition: The postponement of payments from insurance companies or patients for services rendered. Delays in reimbursement can affect cash flow and financial health.

FINANCIAL MANAGEMENT SYSTEMS

Definition: Tools and software designed to manage and oversee a clinic's financial operations, including accounting, billing, and budgeting. These systems help streamline financial processes and improve accuracy.

HEALTHCARE DELIVERY

Definition: The provision of medical services and care to patients, including diagnosis, treatment, and management of health conditions. It encompasses all interactions and processes involved in patient care within a healthcare system.

PERCEPTION OF QUALITY CARE

Definition: How patients and staff view the standard of care provided by the clinic. It reflects the overall effectiveness and satisfaction with the care delivered.

MAINTENANCE TOOL

Definition: A resource used to continuously monitor and manage ongoing activities or improvements. For clinics, this tool helps ensure that action plans are followed, and progress is maintained over time.

PHYSICAL PLANT AND EQUIPMENT

Definition: The physical infrastructure and medical equipment available at the clinic, which should meet the needs of both providers and patients to ensure effective care.

PREPARATION MATERIALS

Definition: Resources such as schedules or visual aids that assist staff in preparing for patient appointments and ensuring efficient processes.

PERCEPTION OF QUALITY CARE

Definition: How patients and staff view the standard of care provided by the clinic. It reflects the overall effectiveness and satisfaction with the care delivered.

PHYSICAL PLANT AND EQUIPMENT

Definition: The physical infrastructure and medical equipment available at the clinic, which should meet the needs of both providers and patients to ensure effective care.

PROVIDER RECRUITMENT SYSTEM

Definition: A process or strategy designed to attract, hire, and retain healthcare professionals. It includes methods for sourcing candidates, evaluating their qualifications, and ensuring they are well-integrated into the organization.

PROVIDER RETENTION

Definition: Strategies and practices implemented to keep healthcare providers employed and satisfied within a healthcare organization. Retention efforts focus on reducing turnover and ensuring a stable workforce.

PROVIDER WORKFORCE

Definition: The group of healthcare professionals and staff responsible for delivering care and services within an organization. This includes physicians, nurses, and other clinical and non-clinical personnel.

REVENUE CYCLE MANAGEMENT (RCM)

Definition: The process of managing the financial aspects of a healthcare clinic, including billing, coding, and collections. It involves tracking the patient's journey from the point of service to the collection of payment.

RURAL HEALTH CLINICS

Definition: Healthcare facilities located in rural or underserved areas that provide essential medical services to communities with limited access to healthcare. These clinics often face unique challenges related to resource availability and patient needs.

STRATEGIC ROADMAP

A detailed plan that outlines an organization's strategic goals, actions, and timelines for achieving long-term objectives. It provides a structured approach to guiding the organization toward desired outcomes and improvements.

WORKFORCE DEVELOPMENT

The process of enhancing the skills, knowledge, and capabilities of employees to improve their performance and support organizational goals. It includes training, professional development, and career growth initiatives.

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