**Strategic Action Plan**

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MHA5999 v2: MHA Capstone Course

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**Strategic Action Plan**

**Strategic Action Plan Template 1**

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| **STRATEGIC ACTION PLANNING** |
| **Action Plan Title:** A Partnership for a Healthier Community |
| * 1. **Goal:** Increase the number of full-time healthcare navigators to augment existing staff.
 | * 1. **Objective:** ensure no shortage of healthcare navigators in the hospital
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| * 1. **Desired Outcome of the Action Plan:** Promote greater convenience in the treatment of patients.
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| **Brief Narrative Description of the Action Plan:** a single point of entry to multiple providers promotes positive outcomes and effective services in healthcare.  |
| **Team Members:**  | **Submitted by:**  | **Date:**  |
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| **Action Steps/Strategies***What will be done?* | **Responsibilities***Who will do it?* | **Timeline***When will it be done? List date range, (ex.: July-December)* | **Resources Needed***Indicate the type of resource (materials, equipment, staff), the budget or funds needed and the fiscal years for which the funds are needed*  |
| **Resource Type** | **Amount of Funds** | **In which fiscal year(s)** |
| **Step 1:** Create a recruitment plan | Human resources | March 1-March 5 | Staff | $1750 | 2021 |
| **Step 2:** Write job description | Human resources | March 10- March 15 | Staff | $2550 | 2021 |
| **Step 3:** Advertise the position | Advertising manager | March 20-March 25 | Staff | $3500 | 2021 |
| **Step 4:** Recruit application | Human resources | March 30-April 1 | Allocated examination rooms | $3000 | 2021 |
| **Step 5:** Review applications | Human resources | April 15-April 20 | Allocated examination rooms | $1500 | 2021 |
|  **Step 6:** Conduct interviews | Human resources | May 25- June 30 | Allocated examination rooms | $2000 | 2021 |
| **Assessment Process:** The success of the action plan will be measured based on effective allocation of resources and the intended outcome. For example, when hiring the full-time healthcare navigators only the allocated resources/funds should be utilized.  |
| **Supporting Resources:** Action Planning Worksheets (2018). Agency for Healthcare Research and Quality, Rockville, MD.<https://www.ahrq.gov/teamstepps/instructor/essentials/implguide2.html#step11> |

**Strategic Action Plan Template 2**

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| **STRATEGIC ACTION PLANNING** |
| **Action Plan Title:** A Partnership for a Healthier Community |
| * 1. **Goal:** Recruit and hire medical interpreters, as the hospital currently outsources this service.
 | **Objective:** To ensure the hospital does not outsource its services through third parties**.** |
| **Desired Outcome of the Action Plan:** The hospital to have enough medical interpreters to prevent language barriers.  |
| **Brief Narrative Description of the Action Plan:** Promote convenience and understanding in providing services to clients. |
| **Team Members:**  | **Submitted by:**  | **Date:**  |
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| **Action Steps/Strategies***What will be done?* | **Responsibilities***Who will do it?* | **Timeline***When will it be done? List date range, (ex.: July-December)* | **Resources Needed***Indicate the type of resource (materials, equipment, staff), the budget or funds needed and the fiscal years for which the funds are needed*  |
| **Resource Type** | **Amount of Funds** | **In which fiscal year(s)** |
| **Step 1:** Vet for interpreters | Vet agency | February-March | consultation rooms | $2500 | 2021 |
| **Step 2:** Know the specialist knowledge | Human resource | March-April | consultation rooms | $1500 | 2021 |
| **Step 3:** Know interpretation needs | Human resource | April-May | consultation rooms | $2000 | 2021 |
| **Step 4:** Understand quality needs | Human resource | May-June | consultation rooms | $1800 | 2021 |
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| **Assessment Process:** The action plan should utilize the allocated resources and deliver the expected outcome, that is Recruiting and hiring medical interpreters.  |
| **Supporting Resources:** Action Planning Worksheets (2018). Agency for Healthcare Research and Quality, Rockville, MD.<https://www.ahrq.gov/teamstepps/instructor/essentials/implguide2.html#step11> |

**Strategic Action Plan Template 3**

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| **STRATEGIC ACTION PLANNING** |
| **Action Plan Title:** A Partnership for a Healthier Community |
| * 1. **Goal:** Recruit and hire additional community health nurses to provide health education and conduct preventative care assessments.
 | **Objective:** Promote education and preventive care assessments in the community. |
| **Desired Outcome of the Action Plan:**  To provide health education and conduct preventative care assessments. |
| **Brief Narrative Description of the Action Plan:** Enhance positive health outcomes in the community. |
| **Team Members:**  | **Submitted by:**  | **Date:**  |
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| **Action Steps/Strategies***What will be done?* | **Responsibilities***Who will do it?* | **Timeline***When will it be done? List date range, (ex.: July-December)* | **Resources Needed***Indicate the type of resource (materials, equipment, staff), the budget or funds needed and the fiscal years for which the funds are needed*  |
| **Resource Type** | **Amount of Funds** | **In which fiscal year(s)** |
| **Step 1:** Advertise the position | Human resource | February-March | Allocated examination rooms | $3500 | 2021 |
| **Step 2:** Recruit application | Human resource | March-April | Allocated examination rooms | $2500 | 2021 |
| **Step 3:** Review applications | Human resource | April-May | Allocated examination rooms | $2000 | 2021 |
|  **Step 4:** Conduct interviews | Human resource | May-June | Allocated examination rooms | $1500 | 2021 |
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| **Assessment Process:** The success of the action plan will be measured based on the number of additional community health nurses hired to the organization. The action plan should utilize the allocated resources and deliver the expected outcome.  |
| **Supporting Resources:** Action Planning Worksheets (2018). Agency for Healthcare Research and Quality, Rockville, MD.<https://www.ahrq.gov/teamstepps/instructor/essentials/implguide2.html#step11> |

**Summary**

An action plan is essential to turn out vision into reality, enhance efficiency and accountability in organizations. The proposed action plan is to establish how an organization would meet the appropriate means such as its goals and objectives. It should therefore consider the relevant action steps, in what manner they were retrieved, and the resources to meet the execution of the steps. In developing my action plan, it was essential to understand the end goal or its intended purpose for the organization. For example, in the first template, the initial step was to identify the goal and objective of the action plan, which, was to raise the amount of full-time healthcare personnel to augment the existing workers I did an online search on action steps for hiring healthcare navigators and the required skills. It is obvious that the recruitment process is carried out by the human resources managers, and the action steps identified are used by most organizations. The second and third action plans also followed the same sequence of plans and identified the intended goal and objective of the action plan. I was able to identify the action steps and strategies, responsibilities, timeline, and the resources needed to accomplish the intended goals of the action plan. Since there were allocated resources and a timeline to complete the action plan, the success was measured based on these criteria.

**References**

Action Planning Worksheets (2018). Agency for Healthcare Research and Quality, Rockville, MD. Retrieved from: <https://www.ahrq.gov/teamstepps/instructor/essentials/implguide2.html#step>

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