



# EMPLOYEE REPORT CARD

2011

Employee's Name: RITA SMITH  
 Title: #N/A SVP/CNO  
 Dept: #N/A Administration  
 EXECUTIVE, SR VP or VP for this Empl: #N/A

DOH: #N/A  
 TENURE: #VALUE!  
 Entity: #N/A  
 Dept #: #N/A

Date of Eval: 5/3/12  
 Work Status: #N/A

**INSTRUCTIONS**

1.) Under column "B", enter evidence and results. 2.) Under column "C", enter a rating using the following Rating Score:

**1 = Rarely Meets Empl Values**

**3 = Consistently Meets Empl. Values**

**SECTION I**

**VALUES COMMITMENT EVALUATION**

PRIORITY RATING	Column "A" EMPLOYEE VALUES COMMITMENT	Column "B" RESULTS AND EVIDENCE OF SUCCESS	Column "C" RATING SCORE
TRUST	Trust is the foundation of our employee values. Building trust requires that he/she speaks up honestly, follows through with promises and commitments, and be compliant to LibertyHealth's policies and standards.	Applies the same standard to all employees. Mentors managers to hold staff to consistent standards.	3
Accountability	Recognizes that he/she is LibertyHealth and that quality and satisfaction begin with them. To this end, he/she supports LibertyHealth enthusiastically; accepts responsibility for his/her actions, attitudes, and mistakes; and knows how his/her job impacts the success of the organization.	Maintains throughput of patients through consistent, daily bed mtg and management of Code Purple	3
Communication	He/she will be a force for positive and timely communication. He/she will strive to ensure that everyone he/she communicates with will be treated with dignity and respect. He/she commits to being a good listener, to try honestly to see things from the other person's point of view, and being relentless about maintaining privacy and confidentiality.	Chair monthly mtgs for managers, WDECs, all depts for bed flow. Mentor nurse leaders on communication with peers. Started consistent shift patient flow mtgs with charge nurses.	3
Excellence	He/she will do his/her best at all times and look for ways to do it even better. He/she will continually find ways to contribute to the success of their team, have the courage to innovate, and be passionate about improving clinical and service excellence. He/she will treat all team members equally and maintain personal and professional integrity as defined in the LibertyHealth Code of Conduct and Business Ethics	Constantly looking for new efficient and effective models for care. Support all staff directed initiatives. Expect all care to be best current evidence based.	3
Teamwork	He/she recognizes the value of working together as a team rather than alone, and that through teamwork a higher level of performance, clinical care, satisfaction, and overall outcomes will be achieved. He/she respects and appreciates differences in people's styles, cultures, gifts, and skills and the value they bring to the team. He/She will also be willing to learn from others' points of view and support a culture of caring.	Always attempt to work with my team members to resolve issues and plan new initiatives.	3

**Total Employee Values Commitment Score:**

**3.0**

*Consistently Meets Empl. Values*

**NOTE: THIS SECTION WEIGHTS: 50.0%**



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From:  To:

## SECTION 2 EMPLOYEE PERFORMANCE

Rating Scale For Employee Performance:

Enter a Performance Rating Score using the above Rating Scale:

ENTER PERFORMANCE SCORE:  PLEASE Enter a Rating Score: 1, 2 or 3

TOTAL EE PERFORMANCE SCORE:  #N/A  
 #N/A

NOTE: THIS SECTION WEIGHTS:

## SUMMARY OF SECTION 1 VALUES COMMITMENT EVALUATION

Rating Scale For Employee Values Commitment:

TRUST	3
ACCOUNTABILITY	3
COMMUNICATION	3
EXCELLENCE	3
TEAMWORK	3

TOTAL EE VALUES COMMITMENT SCORE:  *Consistently Meets Empl. Values*

Score is to be entered on Tracking Sheet (Column "B")

TOTAL COMBINED AVERAGE SCORE:  *Failed to Meet Standards*

(Performance Score + Values Commitment Score ÷ 2)

WARNING: Need to Start an Action Plan

Evaluator's Name: \_\_\_\_\_  
 PRINT NAME Signature (Date)

Employee's Signature: [Signature] 5/3/12  
 (Date)

Executive, Sr VP, VP's Name and Signature: \_\_\_\_\_ #N/A \_\_\_\_\_  
 (Signature is Recommended if Eval. Score is below 2.0) Signature (Date)



# LibertyHealth

## Employee Values Commitment

Our Mission... Enhancing Life

Our vision is to achieve the top 10 percentile in our pillars: Patient Safety, Clinical Quality, Satisfaction and Economic Health, with a goal of achieving Top 100 national recognition. Through these accomplishments, LibertyHealth will attract the highest level of talent and will be the regional employer & provider of choice.

### TRUST

Trust is the foundation of our employee values. Building trust requires that I speak up honestly, follow through with promises and commitments, and be compliant to LibertyHealth's policies and standards.

### ACCOUNTABILITY

I recognize that *I am* LibertyHealth and that quality and satisfaction begin with me. To this end, I will support LibertyHealth enthusiastically; accept responsibility for my actions, attitudes, and mistakes; and know how my job impacts the success of the organization.

### COMMUNICATION

I will be a force for positive and timely communication. I strive to ensure that everyone I communicate with will be treated with dignity and respect. I commit to being a good listener, to try honestly to see things from the other person's point of view, and being relentless about maintaining privacy and confidentiality.

### EXCELLENCE

I will do my best at all times and look for ways to do it even better. I will continually find ways to contribute to the success of my team, have the courage to innovate, and be passionate about improving clinical and service excellence. I will treat all team members equally and maintain personal and professional integrity as defined in the LibertyHealth Code of Conduct and Business Ethics.

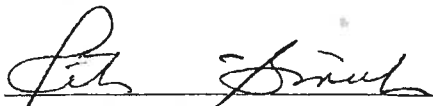
### TEAMWORK

I recognize the value of working together as a team rather than alone, and that through teamwork a higher level of performance, clinical care, satisfaction, and overall outcomes will be achieved. I will respect and appreciate differences in people's styles, cultures, gifts, and skills and the value they bring to the team. I will also be willing to learn from others' points of view and support a culture of caring.

I RITA SMITH hereby agree to enhance the life of the people we serve by:  
Print name

- embracing LibertyHealth's values as defined by this document
- striving to fulfill the elements of this document daily
- holding my team members accountable, supporting each of them to live up to the standards to which we have all agreed

By signing this form you agree to follow and work by our values:

  
Sign your name

Date: 5/3/2012  
