

# Linking Strategy to Operations to Achieve Great Results



May 23, 2012

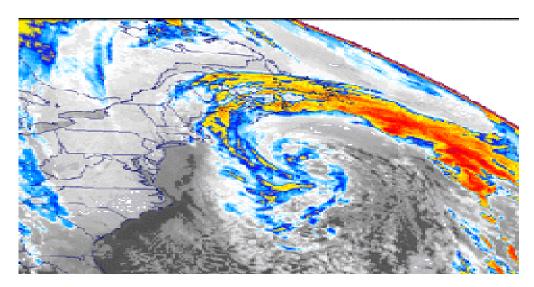
Scott W. Goodspeed, DHA, FACHE
Principal and Vice President
iVantage Health Analytics

509 Forest Avenue, Suite 250 Portland, Maine 04101 (207) 272-9934 sgoodspeed@ivantagehealth.com www.ivantagehealth.com

#### Overview

- The Perfect Storm: The Need to be Strategy-Focused
- Background
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- Strategy-Focused Hospitals Map their Strategy
- Strategy-Focused Hospitals Compete on Analytics
- The Strategy-Focused Hospital Links Long Term Strategy and Measures to Tactical Planning and Budgets
- Strengthening the Responsibilities of the Board
- Lessons Learned from a CEO's Perspective
- Becoming a Strategy-Focused Hospital in Five Steps

#### The Perfect Storm: The Need to be Strategy-Focused



- Investment Income: the cushion is gone
- Capital Needs: growing aging plants, aging population, population growth, capital needs for IT and physician recruitment
- Reserves: depleted with decline in investments
- Operating Income: reduced due to higher debt costs, more uninsured, deferred procedures
- Accountable Care Organizations and Healthcare Reform

#### Background

- iVantage Health Analytics is working with over 600 hospitals and healthcare organizations on strategy execution, GIS mapping, Clinical and Functional Benchmarking, Analytics and using a Scorecard framework
- A Scorecard is best considered a toolbox for helping hospitals improve performance
  - Assists Board in seeing performance as more than financial
  - Assists Executive Team promote teamwork across departments
  - Assists Department Managers in communicating with and involving staff
  - Assists Staff in understanding how their daily responsibilities connect to the "big picture" and reframes their job
    - The story of Nancy in Food and Nutritional Services
- Potential for A Scorecard to help hospitals lies in three areas:
  - Disciplined execution of strategy
    - Tool: Strategy Map
  - Optimizing performance measurement
    - Tools: Measures, Monthly/Quarterly Reports
  - Building capacity and accountability
    - Tools: Developing strategy awareness, selecting department-specific indicators, action planning
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#### Background

# Execution of Strategy Has Become the Corporate Challenge of Our Times!

"Strategy has never been more important"

Business Week

• "Less than 10% of strategies effectively formulated are effectively executed"

Fortune Magazine

• "The problem is that our age's fascination with strategy and vision feeds the mistaken belief that developing the right strategy will enable a company to rocket past competitors. In reality, strategy is less than half the battle. .. In the majority of cases – we estimate 70% – the real problem isn't [bad strategy].... It's bad execution."

Why CEO's Fail Ram Charan and Geoffrey Colvin Fortune (6/21/99)

#### Background

# Execution of Strategy Has Become the Corporate Challenge of Our Times!

• 73% of companies that outperform their peers have a formal process for communicating strategy to employees.

2006 Balanced Scorecard Collaborative Survey

Strategy execution is the #1 concern of CEOs worldwide.

The Conference Board, 2007 CEO Challenge

Only 12% of companies successfully execute their strategy.

Balanced Scorecard Collaborative and Cognos joint study, 2006

#### Governance Institute/Modern Healthcare Governance Fellowship

High Performing Boards and Management Teams Ask Four Key Questions:

- Where are we today? "Situation Analysis"
- 2. Where should we be tomorrow? "Goal Formulation"
- 3. How shall we get there together? "Resource Allocation"
- 4. Are we getting there? "Performance Monitoring"
- 5. Does our culture support our strategy? (2005)

CONTEMPORARY GOVERNANCE Scott W. Goodspeed

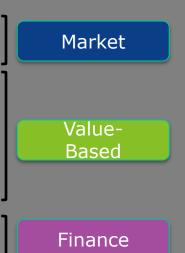
**Applying the Five Principals of Contemporary Governance** Research based on 1841 responses from Board Chairs across the United States 1999 and 2005

### WHAT IS A STRONG HOSPITAL in 2012?

Holistic Evaluation of Market, Operations and Finance

#### A Strong Hospital has the following characteristics:

- Dominant market share with growing demand
- Diffuse competition
- Outstanding quality and safety programs
- Loyal, satisfied patients
- Efficient and appropriately priced services
- Strong balance sheet with surplus capital
- High margin services





### Objectives of the Strategy-Focused Hospital

- Create a framework for the design and articulation of the hospital's vision and strategy
- Utilize a methodology to ensure alignment and execution of the hospital's strategy across the organization
- Create a valid and logical approach to look at and learn from the hospital's strategic measures in an integrated, causally linked manner
- Provide an objective framework to evaluate and prioritize strategic initiatives quickly and efficiently
- Create guidelines to assess performance on a regular, proactive and iterative basis rather than during one-time strategic plan development events
- Institutionalize a "language" to communicate and build a common foundation for the understanding and execution of the hospital's strategy and strategic plan at all levels

#### Strategy-Focused Hospitals Institutionalize a Language

#### **Strategy Execution Terminology**

#### Perspectives

 A general area or category of performance used to divide the Strategy Map into four or more horizontal bands. The Strategy Map has generally has four perspectives: Customer; Clinical and Business Processes; Learning and Support; and Growth and Development.

#### • Strategic Themes

Strategic themes represent the broad categories of a hospital's strategic direction.
 Strategic themes may include: Quality and Service; Information System Solutions;
 Workforce Retention and Recruitment; Financial Health; Growth and Provider Relations; Service Excellence; Patient Safety and Clinical Excellence; Innovation;
 Operational Improvement; Best Place to Work; Organizational Culture; Physician Relations; Financial Strength and Growth; and Community Stewardship.

#### Objectives

 A specific, action-oriented goal that states a desired effect from an activity or project. Objectives are located within Strategies and provide a discrete area of performance to which a performance indicator can be linked. Most objectives involve an action statement structures as *verb-adjective-noun*.

#### Strategy-Focused Hospitals Institutionalize a Language

#### **Strategy Execution Terminology**

#### Indicators

Specific performance measures that involve numbers/calculations. For example,
 Operating Profit Margin, which is expressed as a percentage (2.0%). All indicators on the Scorecard are linked to objectives.

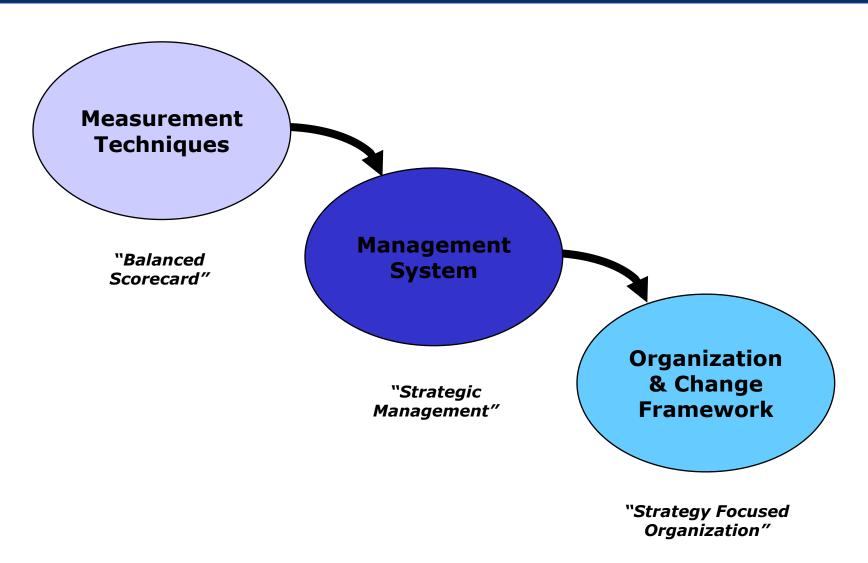
#### Targets

 A specific number (or range of numbers) developed and agreed to internally that describe the desired level of performance. For example, the target for the indicator Operating Profit Margin may be 3.0%.

#### Benchmarks

External, publicly available numbers, often used to develop or inform targets.
 Benchmarks are commonly available for financial indicators (e.g. Bond rating), clinical indicators (CMS Core Measure scores) or HCAHPS satisfaction scores.
 Benchmarks and targets are similar, but targets are internal and are used to manage performance while benchmarks are external and are used to validate or compare performance.

## **Evolution of Strategy-Focused Hospitals**



### Board Strategic Planning Framework

MISSION	<ul> <li>What business are we in?</li> <li>What do we intend to accomplish?</li> <li>Who do we serve?</li> <li>What is our purpose?</li> <li>How are we unique?</li> </ul>			
DISCIPLINED ANALYSIS	<ul> <li>Key Environmental trends</li> <li>Opportunities and threats</li> <li>Strengths and weaknesses</li> <li>Competitor analysis</li> </ul>			
VISION	<ul> <li>What will we look like in 3-5 years?</li> <li>What will our unique position in the market be?</li> <li>How will we be different?</li> <li>What will we be proud of?</li> </ul>			
STRATEGIC OBJECTIVES	<ul> <li>What strategic objectives do we have to accomplish in order to achieve the "vision"?</li> </ul>			
KEY PERFORMANCE INDICATORS	What are the measurable indicators of long-range success?			
STRATEGY MAP/ BALANCED SCORECARD	<ul> <li>Clarify and test the current strategy</li> <li>Identify and evaluate the strategic options</li> </ul> <ul> <li>Track initiatives</li> <li>Define strategic directions</li> </ul>			

#### The Principles of a Strategy Focused Hospital

# TRANSLATE STRATEGY

- ☐ Mission / Vision
- ☐ Strategy Maps
- □ Balanced Scorecard
- ☐ Targets
- ☐ Initiatives

# ORGANIZATION ALIGNMENT

- ☐ Hospital
- Departments
- □ Providers
- ☐ External Partners



#### EVERYONE'S JOB

- □ Strategic Awareness
- ☐ Goal Alignment
- □ Linked Incentives

# EXECUTIVE LEADERSHIP

- ☐ CEO Sponsorship
- ☐ Executive Team Engaged
- □ "New Way of Managing"
- ☐ Accountable for Strategy
- □ A Performance Culture

# CONTINUAL PROCESS

- ☐ Linked to Budgeting
- ☐ Linked to Ops. Mgmt.
- ☐ Management Meetings
- □ Feedback System
- □ Learning Process

#### Characteristics of Strategy-Focused Hospitals

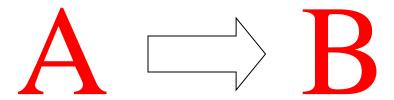
- Strategy-focused hospitals challenge their assumptions.
- Strategy-focused hospitals know how to get from A to B.
- EVERYONE sees the same preferred future and <u>learns</u> how to contribute to strategy.

#### Characteristics of Strategy-Focused Hospitals: A Riddle and Just a Warm-up

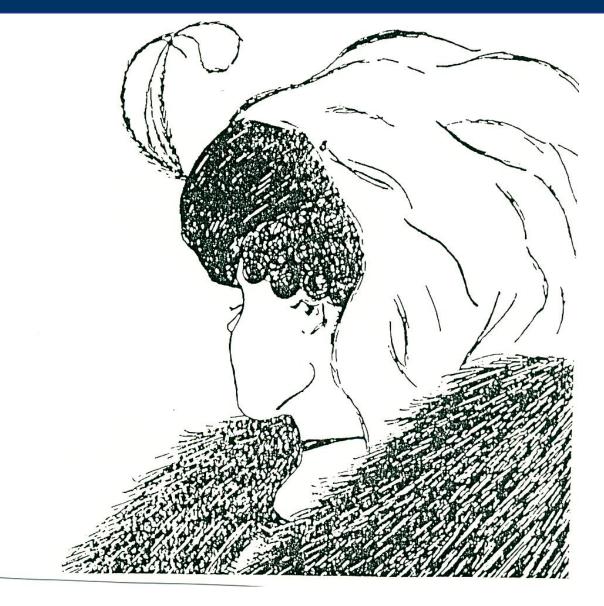
- A husband and wife were born in Boston, Massachusetts.
- Their son was born in Boston but the son is not a citizen of the United States.
- How can this be?

Strategy-Focused Hospitals Challenge Their **Assumptions** 

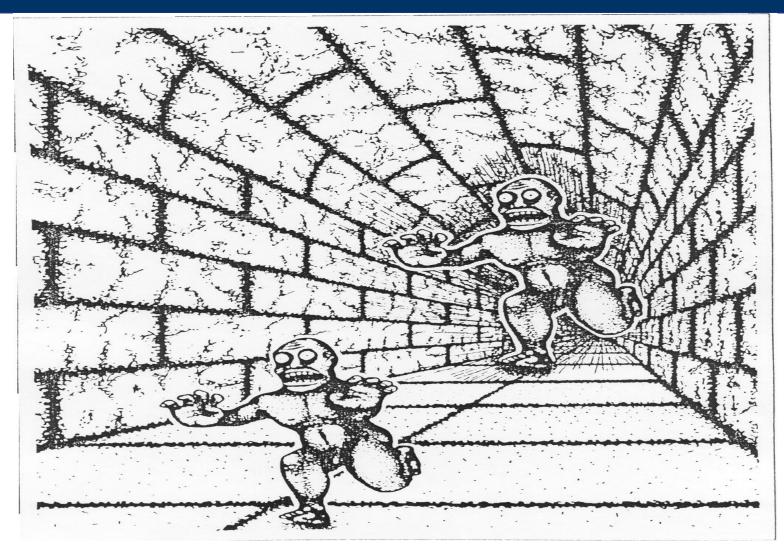
#### Strategy-Focused Hospitals Know How to Get From A to B



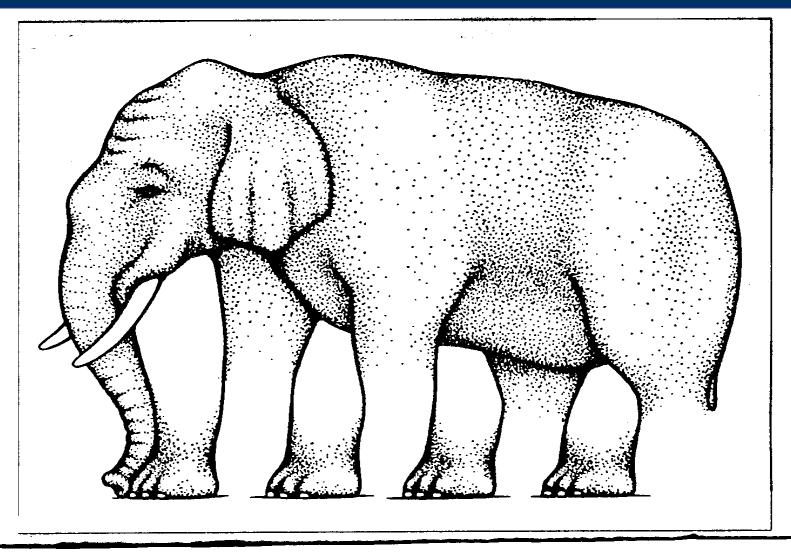
#### Everyone Sees the Same Preferred Future in Strategy-Focused Hospitals



#### Everyone Sees the Same Preferred Future in Strategy-Focused Hospitals



#### Everyone Sees the Same Preferred Future in Strategy-Focused Hospitals



#### **Vision Options**

- Vision Options
  - Our Clear Bet Future
  - Our Range of Predictability Future
  - Our Breakthrough Future
- <u>Exercise I</u>: Our Clear Bet Future. What our future looks like is some version of the past. When thinking about our future what would the clear bet look like?
- Exercise II: Our Breakthrough Future. If you want to create a breakthrough, what would our future look like?
- Which of the two futures would you choose? Exercise I or II?
- What would you need to do to achieve the preferred future?

#### Exercise I: Our "Clear Bet" Future

- Assume you get in a time machine, what will ABC Hospital look like in 5 years? What would the "clear bet" future look like?
  - Don't write down what you hope for or what you would like your organization to be in 5 years but where you would bet it would be in 5 years.
- List your predictions and don't interpret your answers.
- Read the predictions and think of them as a mosaic. What picture starts to emerge? What do you see?
- Now ask where did the predictions come from?
  - From immediate experiences and the past.
  - Today's problems solved.
  - Today's problems continued.
  - Today's problems extended into the future.
- So our predictions are based on our past and what our future looks like is some version of the past.

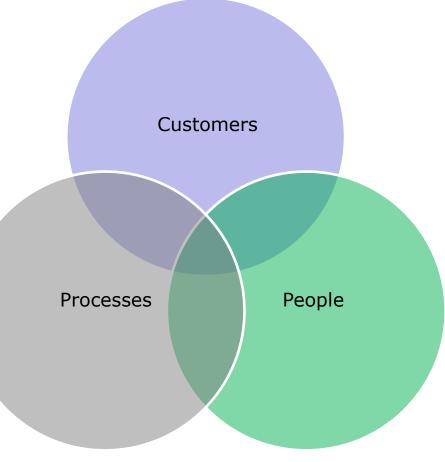
#### Exercise II: Our Breakthrough Future

- For this exercise if you put the past in the past you get possibility. Look at one future that is discontinuous from the past. What would a breakthrough future look like? This is not a pipe dream.
  - Don't react to the past, just let it be.
- When you design something you need design criteria. Consider the following criteria when designing the breakthrough future:
  - Inspiring
  - Exciting
  - Challenging
  - Moving
  - Touching
  - Makes a difference
  - Calls to you
  - Unpredictable yet doable
- Assume you get in a time machine, what would ABC Hospital look like in 5 years if you were to cause a breakthrough?

#### The Strategy-Focused Hospital Creates Long Term Value

The Strategy-Focused Hospital Spends Time on Factors that Create Long-Term Value

- Traditional financial reports look backward
  - Reflect only the past: spending incurred and revenues earned
  - Do not measure creation or destruction of future economic value
- Strategy-Focused Hospitals identify the factors that create long-term economic value in an organization, for example:
  - Service and Quality: satisfy, retain and acquire customers in targeted segments
  - Clinical/Business Processes: deliver the value proposition to targeted patients and providers
  - People/Infrastructure/Technology



#### The Strategy-Focused Hospital Creates Long Term Value

Organizations Often Have A Gap Between Strategy and Action

#### Strategy Is a Step In a Continuum



#### STRATEGIC OUTCOMES

Community CONFIDENCE

Delighted CUSTOMERS

Efficient and Effective PROCESSES

Motivated & Prepared WORKFORCE

#### The Strategy-Focused Hospital Creates Long Term Value

The Scorecard Is A Bridge To Close That Gap



#### What is a Scorecard?

The Scorecard creates a framework that helps organizations translate strategy into operational objectives that drive both behavior and performance.

**i**Vantage

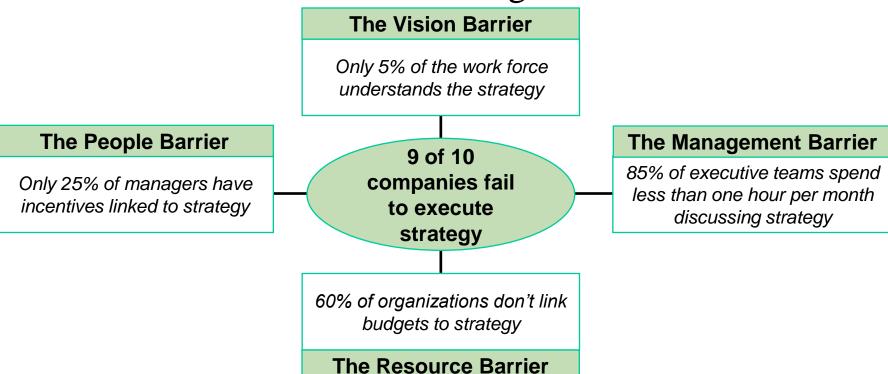


The Scorecard is a way to collect data and information that helps organizations move from strategies to action that improves performance.

Adapted from Kaplan and Norton's The Strategy Focused Organization

#### The Management Challenge for Strategy-Focused Hospitals

# Research Has Identified Four Barriers to Strategic Execution



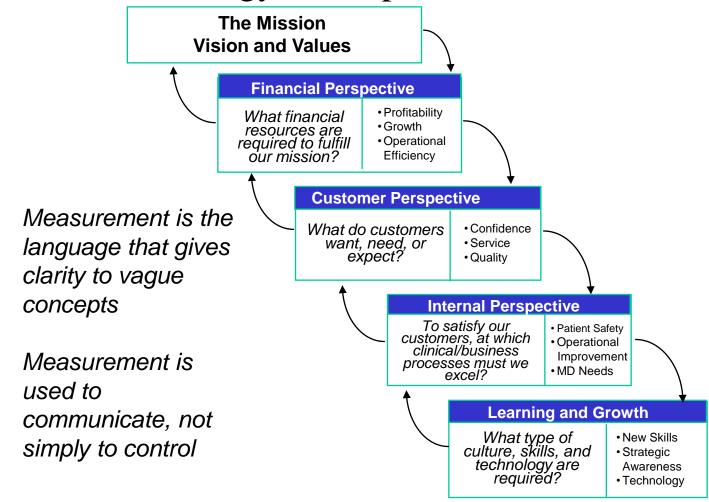
You Can't Manage Strategy With a System Designed for Tactics

#### **Examples of Client Barriers**

- "Our leadership team doesn't make decisions, they just react to what's going on in the environment."
- "People have to change the way they work if we are to succeed with our strategy they don't even know where we are headed as an organization"
- "The strategy exists on a book shelf in our CEO's office. I have read it, but nobody who
  really does the work knows what it means or how we can impact it, so we just keep doing
  our job same as always"
- "Each year we spend four months preparing the plan and somehow it always ends up the same as last year"
- "Our strategic targets have doubled in the past three years but our expense budget has stayed flat"
- "Initiatives are prioritized according to the loudest Physician and/or Board member voice."
- "We never talk about planning for the future skills, infrastructure, etc."
- "As department directors and supervisors we are not involved in strategy formulation"

#### Strategy Focused-Hospitals Map Their Strategy

The Strategy Map Provides a Four Perspective Framework to Translate Strategy Into Operational Terms

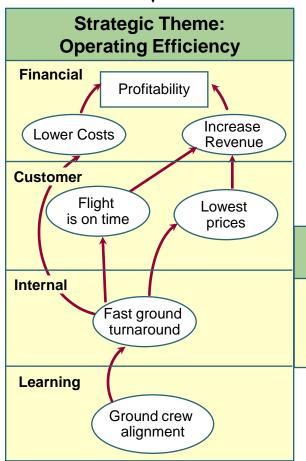


#### Strategy-Focused Hospitals Map Their Strategy

- Strategy maps force the consideration of how different strategies are connected
  - If we are going to implement strategies successfully, it is important to know "if we do A, then we expect it to result in B" (for example)
  - These *cause and effect relationships* help strategy "come alive" because it creates a visual picture of how the organization will be successful
- Develop a strategy map by organizing goals into four perspectives, as summarized below
  - <u>Financial Health</u>: What resources are required to meet the mission? How are revenue generating strategies balanced with expense management?
  - <u>Growth and Provider Relations</u>: What must we do to grow market share and create an effective partnership with our providers?
  - <u>Customer Service and Quality</u>: How do we meet customer needs and exceed expectations? What do we want the community to say about us? Who are our customers?
  - <u>People/Infrastructure/Technology</u>: What resources skills, training, and support do staff have in order to work effectively?

#### Example of a Strategy Map-Southwest Airlines

Strategy Map: Diagram of the cause-and-effect relationships between strategic objectives



Statement of what strategy must achieve and what's critical to its success

How success in achieving the strategy will be measured and tracked

The level of performance or rate of improvement needed

Key action programs required to achieve objectives

Objectives	Measurement	Target	Initiative
<ul> <li>Fast ground turnaround</li> </ul>	<ul><li>On Ground Time</li><li>On-Time</li><li>Departure</li></ul>	• 30 Minutes • 90%	Cycle time optimization

### Example of a Strategy Map-Southwest Airlines

Strategic Theme: Operating Efficiency		Objectives	Measurement	Target	Initiative
Lower cos  Customer  Flight	Revenue	<ul> <li>Profitability</li> <li>More Customers</li> <li>Fewer planes</li> <li>Flight is on - time</li> <li>Lowest prices</li> </ul>	<ul> <li>Market Value</li> <li>Seat Revenue</li> <li>Plane Lease Cost</li> <li>FAA On Time Arrival Rating</li> <li>Customer Ranking (Market Survey)</li> </ul>	<ul><li>30% CAGR</li><li>20% CAGR</li><li>5% CAGR</li><li>#1</li><li>#1</li></ul>	<ul> <li>Quality         management</li> <li>Customer         loyalty         program</li> </ul>
Internal	Fast Ground Turnaround	Fast ground turnaround	On Ground Time On-Time Departure	• 30 Minutes • 90%	Cycle time optimization program
Learning	Ground Crew Alignment	Ground crew alignment	<ul><li>% Ground crew stockholders</li><li>% Ground crew trained</li></ul>	• yr. 1 70% yr. 3 90% yr. 5 100%	<ul><li>ESOP</li><li>Ground crew training</li></ul>

#### Strategy Maps and their Structure

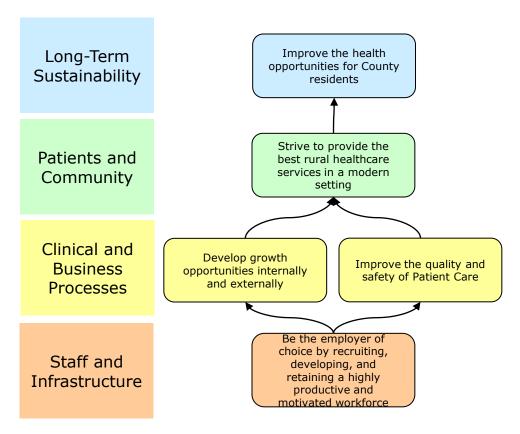
• Example of Rural Hospital Goals are summarized as follows:

#### Goal #1: Goal #4: Improve the Health Improve the Quality and Well Being of our and Safety of Patient Community Care Goal #2: Goal #5: Improve Employee Implement Integrated Work-Life Experience **Information System** Goal #3: Goal#6 Increase the Supply Improve its Financial of Primary Care Strength **Physicians**

- The goal statements are clear and reflect the hospitals progressive nature, e.g., including community health improvement as a goal
- Execution of goals can be improved by linking them in a "strategy map"

#### Strategy Maps and their Structure

Example of Strategy Map Structure



#### Strategy narrative:

"Through long term sustainability (including financial), we will seek to improve the health opportunities for county residents"

"In order to achieve long term sustainability, we will meet patient and community needs by providing the best rural health care services in a modern setting."

"In order to provide the best services, we will develop business growth opportunities and provide the highest quality clinical and operation services."

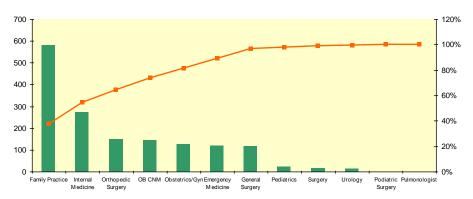
"In order to support our processes for growing services and providing high quality care, we will be the employer of choice for a highly productive and motivated workforce."

#### **Utilization Trends**

Discharges	FY 03	FY 04	FY 05	FY 06	FY 07	Trend	Desired	Actual
Acute	910	933	941	880	909	~	<b>A</b>	▼
ICU	259	221	236	198	146	~	<b>A</b>	▼
Swing/SNF	168	190	250	231	257	~	<b>A</b>	<b>A</b>
Acute/ICU/SNF	1,337	1,344	1,427	1,309	1,312		<b>A</b>	▼
Obstetric Patient Days	263	257	245	248	251	~	<b>A</b>	•
Acute	3,650	3,524	3,485	3,370	3,478	$\searrow$	<b>A</b>	▼
ICU	392	343	347	348	357	1	<b>A</b>	▼
Acute/ICU	4,042	3,867	3,832	3,718	3,835	$\checkmark$	<b>A</b>	▼
Swing /SNF	1,313	1,082	1,472	1,316	1,561	<i>~~</i>	<b>A</b>	<b>A</b>
Observation	838	857	691	612	579	$\sim$	<b>A</b>	▼
Obstetric <b>Length of Stay</b>	587	623	546	553	571	~	<b>A</b>	•
Acute	4.0	3.8	3.7	3.8	3.8	$\overline{}$	•	▼
ICU	1.5	1.6	1.5	1.8	2.4	_/	•	<b>A</b>
Swing/SNF	7.8	5.7	5.9	5.7	6.1	$\overline{}$	•	▼
Acute/ICU/SNF	3.0	2.9	2.7	2.8	2.9	<b>&gt;</b>	•	▼
Obstetrics	2.2	2.4	2.2	2.2	2.3	<u> </u>	•	•

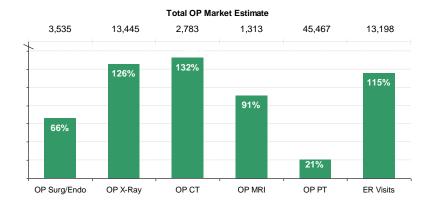
#### Discharges by Physician Specialty

2007 Inpatient Discharges by Physician Specialty and Cumulative Percentage



#### Market Share Estimates (Outpatient)

Estimated Ancillary Service Market Share Percentage Sources: Solucient and Hospital OP Volumes



#### **Financial Trends**

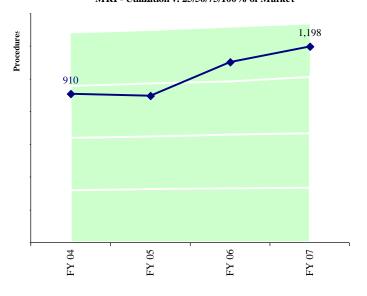
	2	2002	2003	2004	2005		2006	2007	Trend	Desired	Actual
Operating Revenue (000s)	\$	28,565	\$ 34,428	\$ 39,338	\$ 44,590	Б	48,739	\$ 54,155		<b>A</b>	<b>A</b>
Operating Margin		3.35%	0.53%	1.91%	7.33%		3.39%	1.67%	<del>√</del>	<b>A</b>	<b>A</b>
Total Margin		4.65%	1.15%	3.12%	9.18%		4.64%	3.98%	<b>₩</b>	<b>A</b>	<b>A</b>
Operating EBIDA Margin		9.46%	5.61%	6.40%	11.22%		7.22%	6.66%	<del></del>	<b>A</b>	•
Debt to Capitalization		8.79%	8.90%	8.56%	6.25%		41.04%	37.92%	1	•	<b>A</b>
Debt Service Coverage		13.00	4.95	5.32	13.42		1.96	2.95	M	<b>A</b>	•
Days Cash on Hand		108	102	115	139		289	157		<b>A</b>	<b>A</b>

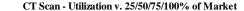
#### Utilization vs. 25/50/75/100% of Market

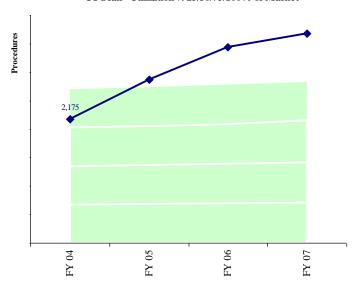
Surgery & Endoscopy - OP Use v. 25/50/75/100% of Market



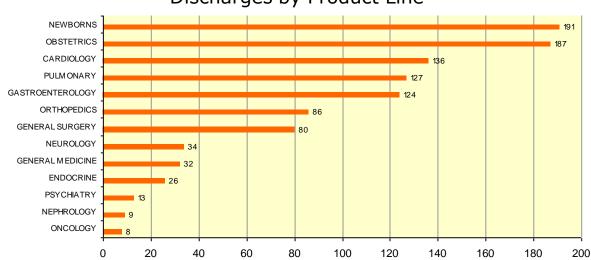
MRI - Utilization v. 25/50/75/100% of Market



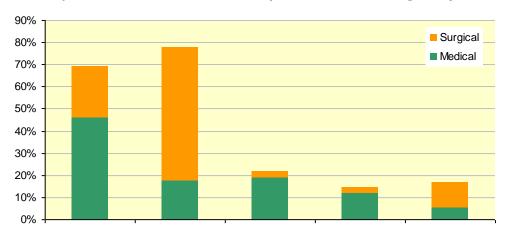








#### Inpatient Market Share (Medical v. Surgical)



Outpatient

Clinical Service	2005	2010	2010 Technology	% Growth 2005-2010	% Growth 2005- 2010 Technology
Category	Procedures	Procedures	Trend Procedures	Procedures	Trend Procedures
VASCULAR	286	334	488	17%	71%
RAD THER	4,543	5,296	5,312	17%	17%
PODIATRY	1,894	2,197	2,271	16%	20%
NEPHROLOGY	2,216	2,568	2,567	16%	16%
SPECT	859	992	1,169	16%	36%
PET	63	73	199	15%	214%
OPHTHAL	13,742	15,835	23,078	15%	68%
CDTHORACIC	10	12	6	15%	-45%
CARDIOLOGY	15,522	17,804	22,315	15%	44%
MISC	11,107	12,717	18,261	15%	64%
GASTRO	2,550	2,917	3,746	14%	47%
UROLOGY	1,932	2,202	3,564	14%	85%
DERMATOLOGY	8,077	9,182	14,738	14%	83%
PLAST SURG	223	251	333	13%	49%
NEUROSURGERY	187	211	290	13%	55%
CT SCAN	3,881	4,363	6,382	12%	64%
GEN SURG	1,845	2,071	2,702	12%	47%
HEMONC	13,481	15,130	25,908	12%	92%
MRI	1,839	2,064	2,960	12%	61%
PHYS THER	76,232	85,500	128,115	12%	68%
LABS	178,430	200,084	244,388	12%	37%
CHIRO	15,995	17,877	45,230	12%	183%
DIAG RAD	31,250	34,950	40,159	12%	29%
NEUROLOGY	3,583	4,006	9,595	12%	168%
ORTHO	4,131	4,619	6,097	12%	48%
MEDICINE	189,310	208,034	281,789	10%	49%
PULMONARY	4,213	4,630	6,073	10%	44%
ALLERGY	8,029	8,808	12,591	10%	57%
OTOLARYNG	3,569	3,834	4,634	7%	30%
PSYCH	10,504	11,266	13,280	7%	26%
OB/GYN	3,788	4,027	4,746	6%	25%
EM	19,621	20,654	24,032	5%	23%
ORAL SURG	31	32	32	5%	5%
Total	632,944	704,537	957,049	11%	51%

Source: Solucient

## The Strategy-Focused Hospital Links Long and Short Term Planning

# Links Long Term Strategy and Measures to More Tactical Planning and Budgeting

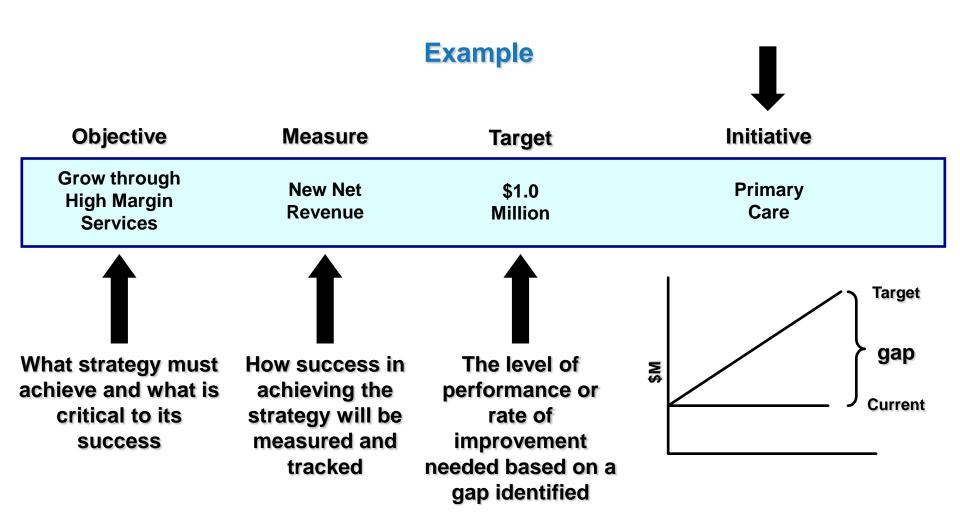
Longer Term (3-5 year) View

**Shorter Term (Annual) View** 

Vision	Mission	Themes	Objectives	Measures	Targets	Initiatives	Milestones	Accountable	Resource Al
			• High Margin Services	New Net     Revenue	• '11 \$xxx • '12 \$xxx+				
 Future State 	Purpose	t Growth iency	Customer						
Desired Fi	Pur	Attain Significant Gro     Operational Efficiency	Internal						
		• Attain •Operat	Team						

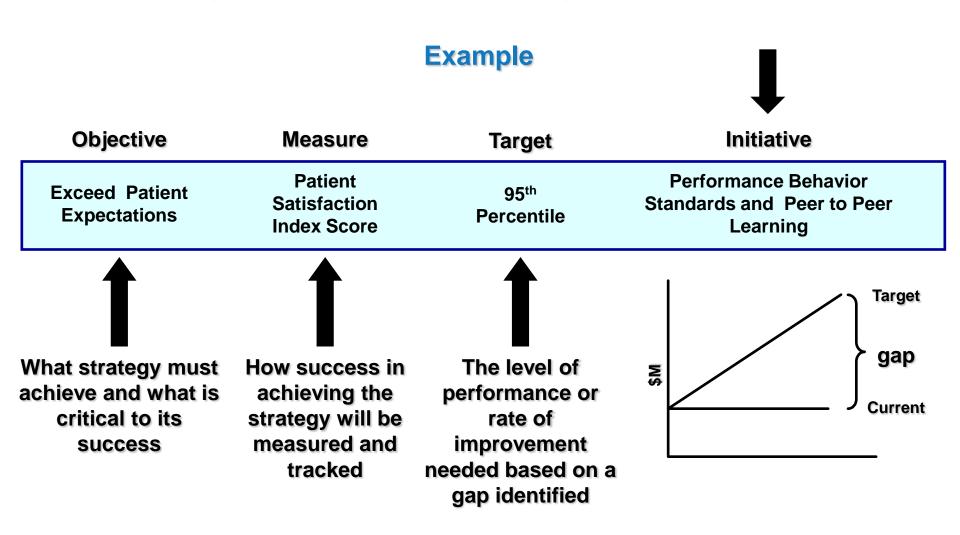
#### The Purpose

# Of Objectives, Measures, Targets and Initiatives



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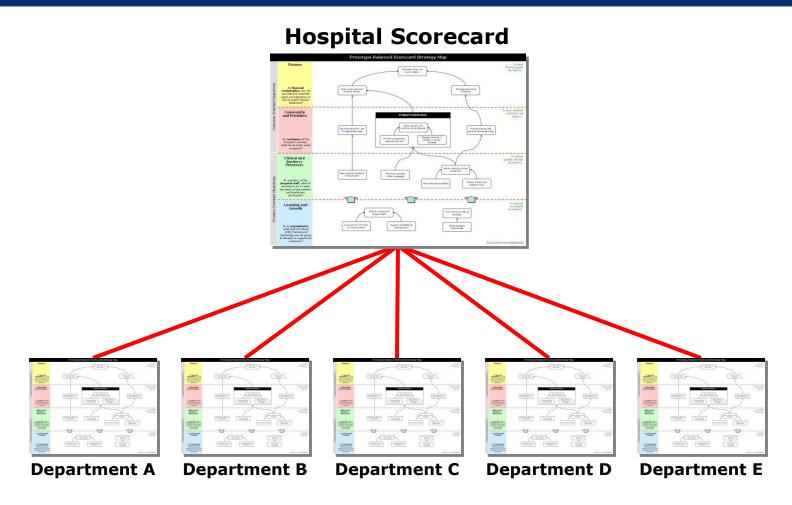
# Of Objectives, Measures, Targets and Initiatives



## Linking Strategy to Operations at the Department Level

# Cascading means linking strategy to operations at the individual department level

## Linking Strategy to Operations at the Department Level



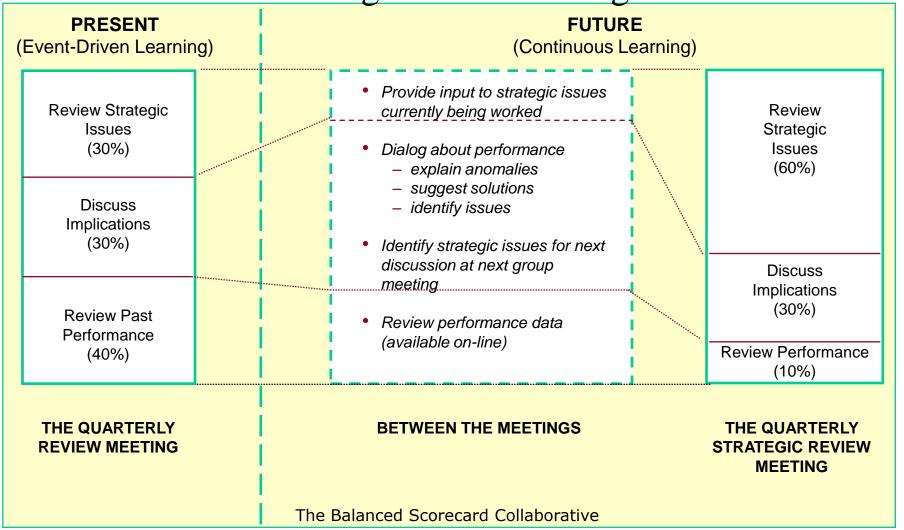
#### Linking Strategy to Operations at the Department Level

#### What Are the Benefits?

- **Better Alignment**: Departments monitor what is important to the hospital's strategy.
- **Simplification**: Only strategic and operationally important indicators are part of the standard reporting process.
- **Broader Measurement System**: Departments no longer monitor only clinical indicators. Instead, department-specific financial, operational, clinical and satisfaction indicators are monitored.
- Less duplication: Once the management team agrees on indicators, the department dashboard/scorecard can be used in multiple meetings.
- **Benchmarking**: Benchmarking can become department specific using comparative data.

## The Key to The Strategy-Focused Hospital

# Enable Management and the Board to Focus Meeting Time on Strategic Issues



## Strategy Execution and The Strategy-Focused Hospital

# A Framework for the Strategic Plan

- Provides the link between Strategy and Budget
- Ensures that the execution of strategy is driven by the strategy, not the budget
- Ensures that execution of strategy is an ongoing process, not a one time event
- Enables ongoing initiative management/ resource allocation to objectively reflect the strategy

An organization's strategy is only as good as the ability to execute on that strategy

#### A Strategy-Focused Hospital Strengthens the Responsibilities of the Board

- The Five major responsibilities of the Board of Trustees are strengthened by adopting a Strategy-Focus:
  - 1. Adopt a Strategic Direction;
  - 2. Provide Financial Oversight;
  - 3. Ensure Compliance;
  - 4. Pledge Community Stewardship; and
  - 5. Recruit and Advise the CEO.
- It clarifies the strategic information required by the Board for it to discharge its duties successfully.
- This framework creates an environment where the Board spends more time on strategy and little time on less important operational minutia.

#### Lessons Learned from a CEO's Perspective

- 1. This is not about fad surfing, it is about a strategic framework that drives individual and organizational performance.
- 2. The CEO and the Executive Team must own a focus on strategy and understand that this is a forever agenda.
- 3. It will not be easy at the beginning. It will be easier to fall back into the old ways of doing things.
- 4. Successful implementation means that you change everything you do.
- 5. It is fun to work in a strategy focused organization.
  - The story of Nancy in housekeeping and food and nutritional services.
- 6. You must walk the talk because everyone will be watching.
  - The story of the employee performance standards.
- 7. Setting the right measures and targets is absolutely critical.
  - The story of the primary care initiative or can we really hit this target?
- 8. It absolutely should result in financial improvement or else you not executing the right initiatives.
- 9. You will lose less sleep!

## Benefits of Becoming Strategy-Focused

- Improves management effectiveness by having a shared and actionable view of the strategy
- Optimizes and ensures strategic outcomes for a given set of resources
- Enables employees to work in a coordinated, collaborative fashion towards organizational goals
- Speeds time to value through faster more informed decisionmaking on time and resource allocation
- Accelerates the approach and its accuracy to the strategic destination

### Becoming a Strategy-Focused Hospital: Five Steps

#### The Strategy Focused Hospital

Pre-Implementation Compile Strategic Documentation

Clarify Mission, Vision and Strategy



The Balanced Scorecard (BSC) measures strategy. Therefore, the BSC development process starts with hospital Mission. Vision and strategic objectives. Most hospitals have a formal strategic plan that incorporates these basic elements (blue), but often lack key ingredients (green) that help leaders rigorously drive and monitor performance.

> Mission Statement Vision Statement Market Analysis Competitive Analysis Objectives/Goals Measures/Indicators Performance Targets Initiatives

Strategic plans lacking these important elements can still be used to develop a preliminary Strategy Map and scorecard. But during the implementation process, we encourage hospitals to use the BSC framework as a tool to refine and reshape a more disciplined strategic direction to help translate strategy to action

This icon indicates that a PMI tool is available

Quarter I Strategy Map, Themes and Leadership Agendas

Strategy Map. The first step in the process of translating the hospital's strategic plan into a Balanced Scorecard framework is to map the plan's major components into Balanced Scorecard perspectives. Most hospital scorecards have four perspectives: I. Financial; 2. Patients and Providers; 3. Clinical and Business Processes; and 4. Learning

The second step is placing the key objectives into a Strategy Map. A Strategy Map is a one-page picture of the organization's strategic plan. For most hospitals, existing strategic objectives fit neatly into the four Balanced Scorecard perspectives, with some objectives potentially "straddling" more than one perspective

The third step is a "test" of the existing strategic plan to ensure that all of the major components logically fit into the Balanced Scorecard framework.

- · Perspectives: Four major performance categories
- · Objectives: Short action statements · Indicators: Discrete units of measurement
- Strategic Themes. The customized Strategy Map contains a set of strategic objectives, each of which will have at least one linked indicator. The Strategy Map also

integrates focus areas called "Themes". Typically, a hospital Strategy Map will have 5-6 Strategic Themes. Leadership Agendas. The last major work step in

Quarter I is to review and restructure the Leadership meeting agendas. This process is driven by the Strategy Map Themes which will ultimately comprise the major agenda items. Hospitals are encouraged to align Management and Board agendas with the Strategy Map Themes to ensure that meeting content is strategic, not operational

Quarter 2 First Report, Targets and Initiatives

#### Critical

The hospital implements the RPM system in Quarter I and the first scorecard should be available no later than the middle of Quarter 2

The First Report. Effective reporting is critical to making the Balanced Scorecard operational. To build momentum, we recommend publishing the first report within 60-90 days of completing the Strategy Map. Ensuring that there is a process in place to develop future Balanced Scorecard reports is far more important and challenging than actually developing the report tool. We recommend the following

- · Design the Balanced Scorecard report and solicit feedback from managers
- · Mobilize the executive management team to help
- populate the report
- . Submit the report to the executive management team
- for commentary and feedback · Publish final version for management and board

Targets. Targets answer the question, "How high is the hill?" and define expected performance levels (e.g., stretch targets). The following questions help hospitals set targets:

- · How well do we need to perform to meet our goals?
- · What level of performance do peers achieve?
- · How much progress can we make from prior periods?

Initiatives. Initiatives are projects that enable the hospital to execute its strategy. All initiatives should be linked to one or more strategic objectives to ensure strategic relevance, and should be fully documented with stated responsibilities, timelines and resources by task. Accountability for initiatives should reside at the executive management team level.

#### Quarter 3 Cascading and Department Integration

Strategy is developed at the leadership and governance levels but executed by departments. The goal of cascading is to align department objectives with organizational objectives, while at the same time enabling the developmen of department-specific strategies, indicators, targets and initiatives. For hospitals preparing to cascade the BSC framework from the enterprise level to the departmenlevel, we recommend the following work steps.

- · Educate all Department Managers on BSC concepts
- . Clarify Strategy and Department Contributions
- Draft the Department Strategy Map • Select Indicators and Targets

The cascading process provides an opportunity to fundamentally reshape how departments contribute to strategic performance. Cascading enables a shift away from operations and quality assurance to a more strategic mind set where a department can function as a "business within



#### Quarter 4 Planning, Budgeting and Performance Evaluations



The Strategic Plan. Hospitals should review their vision on an annual basis in the context of the marketplace and competitive threats. The strategic plan keys off the Vision and drives the budget, performance evaluation and the compensation system. The Balanced Scorecard aligns the organization around the Vision and a related set of strategic

The Annual Budget. The Balanced Scorecard provides the link between strategy and budget to ensure that execution of strategy is an ongoing process, not a one time event. Linking the BSC to the budgeting process also enables ongoing initiative management/resource allocation to objectively reflect the strategy. This process should be part of the strategic planning calendar. At budget time:

- · Revisit the strategy map to reaffirm strategic objectives or make minor changes
- · Review measures to assure they are painting an
- accurate and complete picture of performance Set targets for next fiscal year
- · Develop initiatives to deliver the targets

Performance Evaluations and Compensation. Performance evaluations and incentive compensation plans are driven by the four perspectives on the Strategy Map. The Balanced Scorecard provides the framework for establishing personal goals and targets that align with organizational mission and strategy.

#### Quarter I

- CEO/Administrator Checklist ☐ Leadership Endorsement and Ownership
- ☐ Strategic Themes identified in Strategy Map ☐ Strategy Map adopted by Board of Trustees
- ☐ Strategy Map endorsed by Medical Staff Leadership □ Communications Plan implemented <a>
  </a>
- ☐ Strategic Initiatives reviewed
- ☐ Process Owners assigned to Strategic Themes
- □ Management Agenda restructured
- ☐ Board Agenda restructured □ Other
- □ Other

#### Quarter 2

CEO/Administrator Checklist

- ☐ Review and Approve First Scorecard Report ☐ Assign Targets to all Balanced Scorecard Indicators
- ☐ Link Initiatives to Strategy Map 

  ☐
- ☐ Present First Scorecard Report to Board of Trustees ☐ Present First Scorecard to Medical Staff Leadership ☐ Present First Scorecard Report to Staff
- ☐ Implement "Strategy Focused" Board Agenda ☐ Implement "Strategy Focused" Management Agenda

٦	Other			
٦	Other			

#### Quarter 3 CEO/Administrator Checklist

- □ Identify Departments for Cascading 📓 ☐ Each Identified Department:
  - ☐ Balanced Scorecard Education 📓
  - ☐ Strategy Map Development ☐ Indicator Selection ■
- ☐ Target Setting
- ☐ Link Initiatives to Strategy Map Objectives
- ☐ Department Scorecards adopted by Leadership Team □ Scorecards integrated into Department Meetings ■

D	Other	930				
	Other					

#### Quarter 4 CEO/Administrator Checklist

- ☐ Develop annual strategic planning process and calendar
- ☐ Review mission, vision, and values
- □ Utilize the Balanced Scorecard to drive the budget by ☐ Reviewing the strategy map, measures and targets
- ☐ Setting targets for the fiscal year ☐ Developing initiatives to deliver the targets
- ☐ Link Performance Reviews to Strategy Map ☐ Link Compensation to Performance Reviews ■
- □ Other
- □ Other