

ED Monthly Stakeholder Meeting

Purpose: 1) Achieve and exceed ED annual goals. 2) Build relationships and provide reward and recognition for results achieved. 3) Implement evidence-based tools/tactics to drive standardization, efficiency, consistency and results.	Facilitator:	Team Leader:		
	Minute taker:	Timekeeper:		
Date:	Time:	Location:		
Team Members/Attendees:				
Pillar	Topic	Discussion Leader	Time	Assignments Responsibilities Due Date
Service	<ul style="list-style-type: none"> Welcome/Introductions and Connect to Purpose Moment- Wins 		5 min	
	<ul style="list-style-type: none"> Review of ED Pillar Dashboard Results 		15 min	
Quality	<ul style="list-style-type: none"> Review of ED Report Card – Each group please be prepared to report out your results 		10 min	
	<ul style="list-style-type: none"> Review of priority employee/physician satisfaction indicators and action steps for improvement 		15 min	
People	<ul style="list-style-type: none"> Review of clinical quality core measures 		10 min	
Quality	<ul style="list-style-type: none"> Review of Finance/Growth results 		15 min	
Finance/ Growth	<ul style="list-style-type: none"> 90 Day Plan Development- based on gap analysis to goal. 		15 min	
Quality	<ul style="list-style-type: none"> Implementation of action plan and review of responsibilities 		5 min	
Service	<ul style="list-style-type: none"> Closing Remarks/Next Steps 			