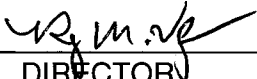


GUAM BEHAVIORAL HEALTH AND WELLNESS CENTER		
TITLE: Strategic Planning Committee	POLICY NO: AD 27	Page 1 of 2
RESPONSIBILITY: Center-wide		
APPROVED BY:  DIRECTOR	EFFECTIVE: 4/3/17	LAST REVIEWED/REVISED:

POLICY

- A. Guam Behavioral Health and Wellness Center (GBHWC) will establish an ongoing strategic planning process by which it translates its mission and values into actionable and measurable goals, strategies, initiatives, and programs. The plan will provide direction for both long and short term decision- making by the Advisory Council and Director to fulfill the mission of GBHWC and make choices among competing demands for budget appropriation, facilities, and human resources.
- B. A Strategic Planning Committee shall be created by the Director. The Committee shall consist of no fewer than three (3) and no more than six (6) Division Heads. The committee also may consist of non-Division Heads well-chosen for their expertise of relevance to the duties and responsibilities of the committee.

RESPONSIBILITIES:

- A. Strategic Planning Committee
 - a. Making recommendations to the advisory council and director related to the organization's mission, vision, strategic initiatives, major programs and services.
 - b. Ensuring management has established an effective strategic planning process, including development of a three to five year strategic plan with measurable goals and time targets.
 - c. Understanding the organization's industry, market/community, and core competencies. Keeping up- to date on industry and local market trends, community mental healthcare needs, advances in technology and other opportunities to improve the scope, cost effectiveness and quality of services provided by the organization.
 - d. Annually reviewing the strategic plan and recommending updates as needed.
 - e. The committee shall meet no less than three times a year, or when necessary at the call of the committee chair or the director.
 - f. It shall review and receive the following reports
 - i. Progress on strategic plan implementation
 - ii. Healthcare trends summary/Annual environmental assessment
 - iii. Community Health needs assessment
 - iv. Operational and financial assessment
 - v. Surveys of community/consumer perceptions.

PROCEDURE:

I. STRATEGIC PLANNING PROCESS FRAMEWORK

- A. The committee shall call for an annual strategic plan workshop, which will include representative staff from the different clinical programs, consumers, and other stakeholder.
- B. The strategic plan shall be presented to the management which when approved will go to the advisory council for adoption.
- C. The strategic planning process will incorporate the following components;
 - 1. Mission statement.
 - 2. Values Statement.
 - 3. Long term Vision Statement.
 - 4. Community health needs and assets assessment.
 - 5. Environmental factors assessment.
 - 6. Critical assumptions about the future.
 - 7. Five year, written approved Strategic Plan that includes; Long term vision statement, major initiatives and goals, annual plan and goals.
 - 8. Strategic performance measurement report format.
 - 9. Active engagement in the process at all levels of the organization.

REFERENCE(S):

RELATED POLICY (IES):

RESCISSION:

ATTACHMENT(S):

**GUAM BEHAVIORAL HEALTH AND WELLNESS CENTER
REVIEW AND ENDORSEMENT CERTIFICATION**

The signatories on this document acknowledge that they have reviewed and approved the following:

Policies and Procedure

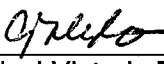

Submitted by: **Cydsel Victoria Toledo**

Protocol/Form

Policy No: AD-27

Bylaws

Title: Strategic Planning Committee

Reviewed/Endorsed	Date	Signature
	4/3/17	
Title	Name Title	
	Cydsel Victoria Toledo Quality Improvement Coordinator	
Reviewed/Endorsed	Date	Signature
	APR 03 2017	
Title	Name Title	
	Rey M Vega GBHWC Director	