**PURPOSE**

To identify a process for decision-making impacting organization operations.

**POLICY**

The Ohio Living Home Health and Hospice senior management team will maintain a written process for the participation in policy decisions affecting the organization.

**PROCEDURE**

1. Senior management personnel representing the clinical, financial, and operational components of the organization will discuss any of the following, as pertinent:
   1. Performance improvement program/activities, including measures, outcomes, results, and quality improvement team activities
   2. Human resource allocation/staffing, including recruitment, retention, and education
   3. Management of information, including, as applicable, forms, and external data
   4. Fiscal management, including monthly responsibility statements, and variances
   5. Organization goals and objectives, including, but not limited to, community needs, strategic plans, and status of plans
   6. Clinical operations (assessment, care and treatment, coordination of care, patient and family/caregiver education).
   7. Surveillance, prevention and control of infections, including, patient and organization personnel infections, and trends
   8. Ethical/legal issues, including potential risk management issues, and ethical concerns
2. Senior management's involvement in decision-making regarding policy issues will be dependent on the scope and degree of the issue.
3. Senior management has the authority and responsibility to make decisions that affect patient care and services regarding any of the above.
4. Any member of senior management may participate in a performance improvement team/process. Senior management may undertake a process improvement project, which addresses senior management processes, as appropriate.