

LEE MEMORIAL HEALTH SYSTEM BOARD OF DIRECTORS

POLICY MANUAL

no. 10.40A

Category: General Operations

Title: Procedures for Addition, Deletion and Retirement of System Performance Indicators

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PURPOSE: To provide guidelines for the system to ensure that indicator reporting is an exercise that follows a scientific methodology (consistent with that of our quality improvement philosophy) that facilitates the provision of information that will support the system's efforts in attaining its strategic goals and initiatives.

POLICY:

Addition of an Indicator:

- Defined as any indicator added to the System Performance Indicators.
- The indicator must be congruent with system strategic goals.
- The indicator must be quantifiable, actionable and objective.
- The indicator must have a comparative standard to determine quality and measure relative performance (see *Board of Directors Policy & Procedure Manual 10.39A "Elements of A System Performance Indicator"*).
- The indicator should be cost effective to track and measure.
- The indicator must provide significant and or system performance information.

Deletion of an Indicator:

- Defined as any indicator removed from the system.
- Deletion of an indicator may take place only if the measure is no longer valid, actionable, reliable, cost effective, or relevant to understanding performance of the system or a significant process.

Retirement of an Indicator:

- Defined as any indicator that has been stable for a period of time and can be reported to a subordinate governing body.
- An indicator can be retired if it has been in control and on target for an extended period of time (time period is relative to the type of indicator) and its absence from the Board of Directors report would not alter the understanding of total system performance.