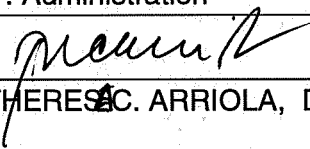


<b>GUAM BEHAVIORAL HEALTH AND WELLNESS CENTER</b>		
<b>TITLE:</b> Strategic Planning Committee	<b>POLICY NO:</b> AD-ORG- 05	Page 1 of 2
<b>RESPONSIBILITY:</b> Administration		
<b>APPROVED BY:</b>  THERESA C. ARRIOLA, DIRECTOR	<b>DATE OF ORIGINAL APPROVAL:</b> 4/3/2017	
	<b>LAST REVIEWED/REVISED:</b> 5/28/20	

**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 Leadership 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 consists of no fewer than three and no more than six members. It shall be composed of the three (3) Division Administrators and other personnel well-chosen for their expertise of relevance to the duties and responsibilities of the committee.

**RESPONSIBILITIES:**

- A. Strategic Planning Committee
  - 1. Making recommendations to the advisory council and director related to the organization’s mission, vision, strategic initiatives, major programs and services.
  - 2. 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.
  - 3. 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.
  - 4. Reviews the strategic plan annually recommending updates as needed.
  - 5. The committee shall meet no less than three times a year, or when necessary at the call of the committee chair or the director.

6. It shall review and receive the following reports
  - a. Progress on strategic plan implementation
  - b. Healthcare trends, community health needs assessment and social determinants of health
  - c. Operational and financial assessment
  - d. Surveys of community/consumer perceptions.
  - e. Information from analysis of performance
  - f. Environmental assessments including regulatory and legislative environment.
  - g. Use of technology to support efficient operations, effective service delivery and performance improvement.

**PROCEDURE:**

A. Strategic planning process framework

1. The committee shall call for an annual strategic plan workshop, which will include representative staff from the different clinical programs, consumers, and other stakeholder.
2. The strategic plan shall be presented to the management which when approved will go to the advisory council for adoption.
3. The strategic planning process will incorporate the following components;
  - a. Mission, Vision and Statement of Values
  - b. Impact Statement (Community health needs, environmental factors and assets assessment).
  - c. Strengths, weakness, opportunities and threat analysis (SWOT)
  - d. A three-five year, written Strategic Plan that includes; Long term vision statement, major initiatives and goals, annual plan and goals.
  - e. Strategic performance measurement report format.
  - f. Active engagement in the process at all levels of the organization.

**REFERENCE(S):**

**RELATED POLICY (IES):**

**RESCISSION:**

**ATTACHMENT(S):**



**GUAM BEHAVIORAL HEALTH & WELLNESS CENTER**

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**REVIEW AND ENDORSEMENT CERTIFICATION**

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

**Policy Title:** Strategic Planning Committee

**Policy No:** AD-ORG-05

**Initiated by:** Quality Improvement Coordinator

Date	Signature
5/14/2020	

Cydsel Victoria Toledo-  
Quality Improvement Coordinator

Date	Signature
5-18-2020	

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Nursing Administrator

Date	Signature

Ms. Annie Unpingco LCSW,LPC  
Child Adolescent Services Division Administrator

Date	Signature
5/14/2020	

Reina Sanchez M.A  
Clinical Administrator

Date	Signature
05/21/20	

Dr. Ariel Ismael  
Medical Director

Date	Signature
5/28/2020	

Carissa Pangelinan  
Deputy Director

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