

STRATEGIC PLAN 2014

Goal 1: Professional Qualifications: Promote the professional qualifications of medical practitioners by setting requirements for licensure and relicensure, including education, experience, and demonstrated competence.

1.1	Define what is necessary to demonstrate competency and promote safe re-entry into medical practice after extended absences, including looking at the current difference between the requirement for retraining for re-entry (5 years) and the disciplinary re-entry (18 months).	HIGH - 1	
Activities		Date	Responsible Parties
a.	Examine and identify other states' definitions and requirements for re-entry into practice.	Jan-2015	Licensing Outreach Manager
b.	Compare the elements with California's existing practices for re-entry and determine if there are differences.	Jan-2015	Licensing Outreach Manager
c.	Consult with experts in the field of professional skills and competency.	May-2015	Licensing Outreach Manager
d.	Draft a report based upon this research, then propose appropriate length of non-practice to Board for review and approval.	Oct-2015	Chief of Legislation
e.	Make recommendations to the Business and Professions Committees and seek legislation.	Nov-2015	Chief of Legislation

Green activity is complete. **Yellow** activity is in process. **Red** activity has not been completed in the timeframe requested.

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Goal 1: Professional Qualifications: Promote the professional qualifications of medical practitioners by setting requirements for licensure and relicensure, including education, experience, and demonstrated competence.

1.2	Examine the Federation of State Medical Boards' (FSMB) Maintenance of Licensure (MOL) and the American Board of Medical Specialties' (ABMS) Maintenance of Certification (MOC) initiatives to determine if changes are needed to existing requirements in California (continuing medical education) in order to ensure maintenance of competency of California physicians.	HIGH - 2	
Activities		Date	Responsible Parties
a.	Review the FSMB MOL and the ABMS MOC documents and identify the various components.	Jan-2015	Licensing Outreach Manager
b.	Compare the elements with California's laws and regulations regarding continuing medical education and determine if there are differences.	Apr-2015	Licensing Outreach Manager
c.	Staff will draft changes to laws and regulations as necessary.	May-2015	Licensing Outreach Manager
d.	Hold an interested parties meeting to discuss the proposed changes.	Jun-2015	Chief of Legislation
e.	Present the final changes to the laws and regulations to the Board for consideration.	Jul-2015	Chief of Legislation
f.	Based on the discussion by the Board, if legislative changes are needed, find an author and initiate the legislative process.	Oct-2015	Chief of Legislation
g.	Based on the discussion by the Board, if regulatory changes are needed, have staff initiate the rule-making process.	Oct-2015	Licensing Outreach Manager

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STRATEGIC PLAN 2014

Goal 2: Regulations and enforcement: Protect the public by effectively enforcing laws and standards.

2.1 Effectively transition the investigators from the Board to Department of Consumer Affairs in order to improve investigative time frames.		High - 1		
Activities		Date	Responsible Parties	Status
a.	Identify existing investigative timeframes.	Dec-2013	Executive Director and Chief of Enforcement	Completed – however, due to BreEZe only have statistics as of October 3, 2013.
b.	Hold regular meetings with DCA to discuss the transition of the investigators.	Oct-2013 and ongoing	Executive Director and Chief of Enforcement	Completed
c.	Review and approve the Memorandum of Understanding to identify how the transition will be implemented and DCA/Board responsibilities.	Mar-2014	Executive Director, Chief of Enforcement and Senior Staff Counsel	Completed
d.	Update the Board on the transition of staff.	Quarterly	Executive Director and Chief of Enforcement	Completed – July 2014
e.	Meet with labor relations to discuss transition issues.	Apr-2014	Executive Director and Chief of Enforcement	Completed
f.	Meet with staff to discuss the transition.	Ongoing	Executive Director and Chief of Enforcement	Completed
g.	Finalize the transition and movement of staff.	Jul-2014	Executive Director and Chief of Enforcement	Completed
h.	Gather and review investigative timeframes.	Monthly	Executive Director and Enforcement Manager	Due to the transition to the BreEZe system, unable to obtain reports indicating these timeframes.
i.	Report investigative timeframes to the Board.	Quarterly	Executive Director and Enforcement Manager	Due to the transition to the BreEZe system, unable to obtain reports indicating these timeframes.

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STRATEGIC PLAN 2014**Goal 2: Regulations and enforcement: Protect the public by effectively enforcing laws and standards.**

2.2 Review the laws and regulations pertaining to the Board's responsibility to regulate outpatient surgery centers and suggest amendments.		High - 2		
Activities		Date	Responsible Parties	Status
a.	Review existing laws to determine which laws/regulations need to be revised to meet the current needs for consumer protection and medical education.	Oct-2013	Chief of Licensing	Completed
b.	Provide a summary of the proposed changes to the interested parties.	Jan-2014	Chief of Licensing	Completed
c.	Determine which changes can be done with regulations versus legislation.	Jan-2014	Senior Staff Counsel	Completed
d.	Hold an interested parties meeting to discuss the proposed changes.	Jan-2014	Chief of Licensing	Completed
e.	Present the proposed changes to the Board to initiate the legislative process, if needed.	Oct-2014	Chief of Legislation	Presenting at October Board Meeting
f.	Initiate the rule-making process.	Oct-2014	Chief of Licensing and Senior Staff Counsel	
g.	Work with the stakeholders to facilitate implementation of regulatory and statutory changes.	Jan-2015 and Jan-2016	Chief of Licensing and Senior Staff Counsel	

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STRATEGIC PLAN 2014**Goal 2: Regulations and enforcement: Protect the public by effectively enforcing laws and standards.**

2.3 Identify methods to help ensure the Board is receiving all the mandated reports.		High - 3		
Activities	Date	Responsible Parties	Status	
a. Send individual notifications to all mandated reporters regarding the reporting requirements.	Annually	Enforcement Manager	Pending the hiring of the Chief of Enforcement and will be done in January 2015.	
b. Obtain a list of reports from the National Practitioner Databank to cross check with the Board's information.	May annually	Research Program Specialist	Completed May 2014	
c. Identify opportunities for placement of articles on mandatory reporting in professional newsletters/publications and provide content to be used.	July-2014 and ongoing	Public Information Officer	The Public Information Officer is working with the L.A. County Coroner's Office to include an article about their mandated reporting for the coroners. The Public Information Officer will be contacting various hospitals to place an article in their newsletters on the reporting requirements of 805.	
d. Conduct outreach on reporting requirements to all mandated reporters, as resources allow.	July-2014 and ongoing	Public Information Officer	On August 28, 2014, a presentation on reporting requirements pursuant to Business and Professions Code section 805 was provided to Rancho Los Amigos Rehabilitation Hospital. On September 26, 2014, a presentation was given to the California Association Medical Staff Services on Business and Professions Code section 805 reporting.	

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Goal 2: Regulations and enforcement: Protect the public by effectively enforcing laws and standards.

2.4	Determine whether the Registered Dispensing Optician (RDO) Program should remain within the authority of the Board.	High - 4		
Activities	Date	Responsible Parties	Status	
a.	Initiate discussions with the DCA, Board of Optometry, stakeholders, professional groups, and consumer representatives to discuss the potential transfer of the RDO program.	Aug-2014	Chief of Legislation; Executive Director	Board staff have begun discussions with the Executive Officer of the Board of Optometry regarding this issue. Meetings are being scheduled in October for the stakeholders on this issue.
b.	Write a summary report of the discussions for the Board's review and approval.	Oct-2014	Chief of Legislation; Executive Director	Pending discussions with stakeholders.
c.	Make recommendations to the Business and Professions Committees and seek legislation if necessary.	Nov-2014	Chief of Legislation; Executive Director	

Goal 2: Regulations and enforcement: Protect the public by effectively enforcing laws and standards.

2.5	Examine the Expert Reviewer Program and policies to determine how it may be improved, including recruitment, evaluation of experts, opportunities for education, and policies governing the Board's use of experts.	High - 5		
	Activities	Date	Responsible Parties	Status
a.	Continue to evaluate, revise, and update the training program and materials for experts.	Ongoing	Enforcement Manager	Pending the hiring of the Chief of Enforcement. However, staff will be working with a retired annuitant to update the training materials and schedule future training.
b.	Require the Deputies Attorney General who use the experts to provide evaluations on each expert report and each expert that testifies.	Within 30 days of completion of each expert task	Enforcement Manager	This is being completed as cases proceed through the enforcement process.
c.	Examine the evaluations to determine if there is a need for remediation or elimination of the experts.	Within 30 days of the evaluation	Enforcement Manager	The Expert Reviewer Program Analyst watches the evaluations to determine appropriate action, and when necessary forwards the information to appropriate parties. Full assessment is pending the hiring of the Chief of Enforcement.
d.	Continue to provide statewide trainings for the expert reviewers.	Provide two trainings	Enforcement Manager	Pending the hiring of the Chief of Enforcement and assistance from a retired annuitant.
e.	Provide a status report to the Board on the Expert Reviewer Program.	Quarterly	Enforcement Manager	Completed – July 2014

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Goal 2: Regulations and enforcement: Protect the public by effectively enforcing laws and standards.				
2.6	Partner with the Office of Administrative Hearings (OAH) and Health Quality Enforcement Section (HQES) of the Attorney General's (AG) office to identify opportunities, and design curriculum, for the ongoing education of judges.		Med - 6	
Activities		Date	Responsible Parties	Status
a.	Examine recent disciplinary decisions to identify any training needed for the Administrative Law Judges.	Monthly	Enforcement Manager	Currently the Executive Director is performing this function.
b.	Identify subject matter experts and arrange OAH training at least every other month.	Six times annually	Enforcement Manager	Training was provided to OAH in June on medical terminology. Another training was scheduled for October 31, 2014, however, at this time it is unknown whether that will take place.
c.	Provide OAH with updates on the Board issues and changes to disciplinary guidelines.	Annually	Executive Director and Enforcement Manager	Upon passage of the SB 1441 regulations a meeting will be scheduled with OAH.
2.7	Study disciplinary and administrative cases, including looking at physicians in training, to identify trends or issues that may signal dangerous practices or risks.		Med - 7	
Activities		Date	Responsible Parties	Status
a.	Identify the metrics to be used to examine disciplinary cases within last five years.	Aug-2014	Research Program Specialist	Pending initiation due to other important projects and lack of staff.
b.	Identify the red flags that could be used to predict patterns before serious harm occurs.	Nov-2014	Research Program Specialist	
c.	Draft a report based upon the findings to present to the Board for possible action.	Jan-2015	Research Program Specialist	

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STRATEGIC PLAN 2014

Goal 3: Consumer and Licensee Education: Increase Public and Licensee awareness of the Board, its mission, activities and services.				
3.1	Review the Board’s public disclosure laws regarding posting postgraduate information and move forward with rescinding the 10-year time limit for posting disciplinary information/documents.	High - 1		
Activities		Date	Responsible Parties	Status
a.	Seek legislation to rescind the 10-year time limit for posting disciplinary information/documents.	Feb-2014	Chief of Legislation	AB 1886 – passed and will become effective January 1, 2015.
b.	Discuss the proposal to remove the posting of postgraduate training information with interested parties, specifically consumer interest groups.	Aug-2014	Chief of Legislation and Chief of Licensing	Due to the ability in BreEZe to gather this information, at the July 2014 Board Meeting staff presented, and the Board approved, the recommendation to not seek legislation to remove the posting of postgraduate information.
c.	Provide the recommendation on postgraduate training information to the Board for approval.	Oct-2014	Chief of Legislation and Chief of Licensing	Due to the ability in BreEZe to gather this information, at the July 2014 Board Meeting staff presented, and the Board approved, the recommendation to not seek legislation to remove the posting of postgraduate information.
d.	Make recommendations to the Business and Professions Committees and seek legislation.	Nov-2014	Chief of Legislation	Due to the ability in BreEZe to gather this information, at the July 2014 Board Meeting staff presented, and the Board approved, the recommendation to not seek legislation to remove the posting of postgraduate information.

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Goal 3: Consumer and Licensee Education: Increase Public and Licensee awareness of the Board, its mission, activities and services.				
3.2	Expand all outreach efforts to educate physicians, medical students, and the public, regarding the Board's laws, regulations, and responsibilities.	High - 2		
Activities		Date	Responsible Parties	Status
a.	Engage in two or more consumer outreach events with area organizations, as travel permits.	Quarterly	Public Information Officer	<p>On July 29, 2014, staff attended a Fraud Prevention Workshop sponsored by Assemblyman Tom Daly's office in Santa Ana and the California State Bar. The workshop reached out to the Hispanic community, and involved a presentation by the Board staff in both English and Spanish as well as a Q & A session.</p> <p>On August 12, 2014, staff provided a presentation was provided at a Senior Scam Stoppers event sponsored by Assemblywoman Beth Gaines office in Sun City Lincoln Hills. The presentation concentrated on what the Medical Board does and what seniors need to know.</p> <p>On August 25, 2014, staff provided a presentation was provided at Assemblywoman Beth Gaines' Senior Scam Stoppers town hall in Roseville. Again, the presentation concentrated on the role of the Medical Board and what seniors need to know.</p> <p>On September 18, 2014, staff provided a presentation was provided at a town hall in Citrus Heights sponsored by Assemblyman Ken Cooley and the California State Bar. The event reached out to the Ukraine, Russian, Iraq, and Afghan communities. What the Medical Board does an how we protect consumers was the basis of the presentation.</p> <p>On September 26, 2014, staff provided a presentation was provided at a Scam Busters event sponsored by Assemblyman Roger Dickenson in Sacramento. What the Medical Board does and how it protects consumers was the basis of the presentation.</p> <p>On October 15, 2014, staff participated in a Town Hall at Neil Orchard Senior Activities Center in Sacramento. The topic was consumer protection for seniors.</p> <p>On October 15, 2014, staff participated in a Fraud Awareness Fair with the Yolo/Sacramento County District Attorney Offices. The messaging was how consumers can protect themselves and what they can do if they feel victimized.</p>

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Goal 3: Consumer and Licensee Education: Increase Public and Licensee awareness of the Board, its mission, activities and services.				
3.2	Expand all outreach efforts to educate physicians, medical students, and the public, regarding the Board's laws, regulations, and responsibilities. (cont.)	High - 2		
b.	Continue to provide articles and information in the Newsletter regarding potential violations to assist physicians in understanding the laws and regulations.	Quarterly	Public Information Officer	The Summer Newsletter contained an article titled "Pesticide Illness Reporting Requirements" to remind physicians of the requirements and expectations when pesticide illness is suspected. The Summer Newsletter contained an article titled "What To Know About Providing A Recommendation For Marijuana." The Summer Newsletter contained an article titled "ACGME Program Directors Warning! Are You Aiding and Abetting The Unlicensed Practice Of Medicine?" The Summer Newsletter contained an article titled "Requirement For Physicians to Sign Death Certificates."
c.	Launch a Twitter account to provide stakeholders with updates on best practices, changes in laws and regulations, and recent Board activities.	Aug-2014	Public Information Officer	Pending initiation due to other important projects and lack of staff.
d.	Provide two or more articles to appropriate media outlets regarding laws and regulations and what they mean to stakeholders.	Quarterly	Public Information Officer	

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Goal 3: Consumer and Licensee Education: Increase Public and Licensee awareness of the Board, its mission, activities and services.

3.3	Examine opportunities for the Board to provide training to licensees via the internet, including hosting webinars on subjects of importance to public protection and public health.	High - 3		
Activities		Date	Responsible Parties	Status
a.	Work with DCA to establish webinar protocol and the tools needed to hold successful webinars.	Jun-2014	Public Information Officer	
b.	Work with healthcare agencies and organizations regarding topics of interest for training purposes.	Sep-2014	Public Information Officer	Staff have received requests for topics to provide education to licensees and are working to develop training tools.
c.	Develop interactive webinar content for licensees to promote public protection.	Jan-2015	Public Information Officer	
d.	Conduct webinars to promote public protection.	Apr-2015 and bi-annually	Public Information Officer	

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Goal 3: Consumer and Licensee Education: Increase Public and Licensee awareness of the Board, its mission, activities and services.				
3.4	Establish a proactive approach in communicating via the media, and other various publications, to inform and educate the public, including California's ethnic communities, regarding the Board's role in protecting consumers through its programs and disciplinary actions.	High - 4		
Activities		Date	Responsible Parties	Status
a.	Expand and continue to cultivate relationships with various ethnic communities through their individual media outlets by providing information and education on the Board's role and responsibilities.	Quarterly	Public Information Officer	At a September Town Hall staff developed a working relationship with Asian Resources and will be working with them to reach out and provide a presentation.
b.	Engage in television and radio interviews promoting transparency and providing needed information as requested.	Ongoing	Public Information Officer	Board staff engages regularly with both California media and out of state media. Provided an Opinion Editorial for the Knoxville News on a story they published on September 27, 2014 titled "Let Doctors Cross Borders For Free Medical Clinics".
c.	Create PSAs and videos that can be placed online for viewing that address topics of interest as well as educate stakeholders.	Aug-2014 and ongoing	Public Information Officer	Completed a PSA with Natalie Coughlin addressing consumers on the prescription drug epidemic. Working to get this PSA aired in Los Angeles, Bay Area, and Sacramento viewing markets. Completed an instructional video/tutorial in September instructing individual licensees how to complete the U.S./Canadian Medical School Graduate Application.
d.	Promote the Board's website and provide consumer friendly information on how to file a complaint.	Ongoing	Public Information Officer	Board staff are working on a video for consumers on the complaint process, including everything a consumer needs to know to file a complaint.

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STRATEGIC PLAN 2014

Goal 3: Consumer and Licensee Education: Increase Public and Licensee awareness of the Board, its mission, activities and services.

3.5	Establish a method for hosting public seminars taught by legal or enforcement personnel on disciplinary cases, laws violated, and other issues of importance to the profession and the public.	Med - 5		
Activities		Date	Responsible Parties	Status
a.	Develop a list of groups who have shown interest for Board speakers in the past, in order to identify similar groups that the Board can reach out to for potential seminars.	Sep-2014	Public Information Officer	
b.	Cultivate relationships with groups not previously engaged, in order to provide seminars.	Sep-2014	Public Information Officer	
c.	Revise and update presentations already developed for the purpose of providing seminars.	Jan-2015	Public Information Officer, Senior Staff Counsel, and Enforcement Manager	
d.	Conduct and record the seminar and post it on the Board's website.	Mar-2015 and ongoing	Public Information Officer, Senior Staff Counsel, and Enforcement Manager	

STRATEGIC PLAN 2014**Goal 4: Organizational Relationships: Improve effectiveness by building relationships with related organizations to further the Board's mission and goals.**

4.1	Build collaborative relationships with elected officials and their staffs to work toward shared interests in consumer protection and advancing the profession.	High - 1		
Activities		Date	Responsible Parties	Status
a.	Develop a plan to visit Senate and Assembly Business and Professions Committee members and staff with Board members.	Oct-2014	Chief of Legislation	Staff are planning on a Legislative Day where the Members, in teams of two, visit Legislative Offices to provide information to Legislative Members and their staff. Day to be held hopefully in February.
b.	Invite legislative members and staff to Board meetings.	Quarterly	Chief of Legislation	Completed – July 2014
c.	Continue to reach out to new legislative members to inform them of the Board's roles and responsibilities.	Ongoing	Chief of Legislation	Completed as new Members join the Senate and Assembly Business and Professions Committee.
4.2	Improve educational outreach to hospitals, health systems, and similar organizations about the Board and its programs.	High - 2		
Activities		Date	Responsible Parties	Status
a.	Arrange licensing fairs and orientations at teaching facilities to educate applicants on the Board and its application and licensing processes.	Monthly	Licensing Outreach Manager	Completed – 13 events held in the last quarter.
b.	Provide presentations on the Board's roles, responsibilities, mandatory reporting requirements, and processes at hospitals, health systems, and similar organizations, as travel permits.	Quarterly	Public Information Officer and Appropriate Subject Matter Expert	On August 28, 2014, a presentation on reporting requirements pursuant to Business and Professions Code section 805 was provided to Rancho Los Amigos Rehabilitation Hospital. On September 10, 2014, a presentation was given to the Joint Review Committee of the Beverly hospital in Montebello California on what a decision by the Medical Board on a physician means to a hospital. On September 16, 2014, a presentation was provided to the medical staff at White Memorial Medical Center in Los Angeles on impaired or disruptive physicians. On September 26, 2014, a presentation was given to the California Association Medical Staff Services on Business and Professions Code section 805 reporting.

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STRATEGIC PLAN 2014

Goal 4: Organizational Relationships: Improve effectiveness by building relationships with related organizations to further the Board's mission and goals.				
4.3	Optimize relationships with the accreditation agencies, associations representing hospitals and medical groups, consumer organizations, professional associations and societies, the Federation of State Medical Boards, federal government agencies, and other state agencies, including the Department of Consumer Affairs and the Business, Consumer Services and Housing Agency.	High - 3		
Activities		Date	Responsible Parties	Status
a.	Develop a contact list of representatives for stakeholder organizations.	Mar-2014 and update annually	Public Information Officer	Developing for completion in March 2015.
b.	Offer to make presentations to all stakeholder organizations to provide educational information and updates on the Board's current activities, as travel permits.	May-2014 and ongoing	Public Information Officer	On September 12, a presentation was provided to the California Ambulatory Surgery Association regarding the Board and its role with Outpatient Surgery Settings. See Objective 4.2b above.
c.	Maintain regular communication with stakeholders, including attending stakeholder meetings as appropriate, as travel permits.	Ongoing	Public Information Officer	On a quarterly basis, staff meets with the California Medical Association. On a bi-weekly basis, the Executive Director meets with Executive Staff at the Department of Consumer Affairs. Board staff attend webinars from the Federation of State Medical Boards and the Executive Director is in contact with the Federation frequently. The Executive Director attended a Health Care Executive Officer Council meeting to discuss issues of mutual concern. Board staff are involved with a working group consisting of a number of State agencies to address the prescription drug epidemic.
d.	Invite stakeholders to participate in the Board's Newsletter with articles and information, approved by the Editorial Committee, pertinent to licensees.	Mar-2014 and ongoing	Public Information Officer	The Summer Newsletter contained articles from the Food and Drug Administration, Los Angeles Coroner's Office, and the Office of Environmental Health Hazard Assessment.
e.	Provide activity reports to the Education and Wellness Committee.	At each committee meeting	Public Information Officer	Completed – July 2014

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STRATEGIC PLAN 2014

Goal 5: Organizational Effectiveness: Evaluate and enhance organizational effectiveness and systems to improve service.				
5.1	Review licensing applications within 45 days. Reduce complaint processing, investigations, and discipline timelines by 10% from prior fiscal year; reduce complaint processing median to less than 70 days, with 50-60% less than 50 days.	High - 1		
Activities		Date	Responsible Parties	Status
a.	Gather and evaluate statistics regarding the Board's application review timeframes.	Quarterly	Chief of Licensing	Completed
b.	Determine if the Board is reviewing applications within 45 days, and if not, identify possible problems and solutions.	Quarterly	Chief of Licensing	Completed
c.	Implement the possible solutions for licensing process enhancement.	As Necessary	Chief of Licensing	
d.	Gather and evaluate statistics regarding the Board's enforcement timeframes.	Quarterly	Enforcement Manager	Due to BreEZe, the Board has been unable to obtain enforcement statistics.
e.	Determine if the Board is meeting enforcement timeframes goals, and if not, identify possible problems and solutions.	Quarterly	Enforcement Manager	Due to BreEZe, the Board has been unable to obtain enforcement statistics.
f.	Implement the possible solutions for enforcement process enhancements.	As Necessary	Enforcement Manager	

STRATEGIC PLAN 2014**Goal 5: Organizational Effectiveness:** Evaluate and enhance organizational effectiveness and systems to improve service.

5.2 Obtain and monitor feedback from those who access Board services and provide a report to the Board.		High - 2		
Activities		Date	Responsible Parties	Status
a.	Evaluate consumer satisfaction statistics.	Quarterly	Research Program Specialist	The Board is working with DCA to identify a better consumer satisfaction survey and will be providing that to complainants.
b.	Evaluate applicant satisfaction statistics.	Quarterly	Research Program Specialist	Completed
c.	Evaluate web user satisfaction statistics.	Quarterly	Research Program Specialist	Completed (this survey has recently been revised).
d.	Evaluate Newsletter reader satisfaction statistics.	Quarterly	Research Program Specialist	Completed
e.	Create a summary report of satisfaction statistics and present them to the Board.	Quarterly	Research Program Specialist and Executive Director	Board staff will complete this for the January 2015 Board Meeting.
f.	Implement changes as needed based upon the feedback received.	As Necessary	Research Program Specialist and Executive Director	

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STRATEGIC PLAN 2014

Goal 5: Organizational Effectiveness: Evaluate and enhance organizational effectiveness and systems to improve service.

5.3	Establish a consistent approach to educating staff about the Board's activities and priorities set by Board Members, including but not limited to facilitating staff attendance at meetings and Board Member attendance at staff meetings.	Med - 3		
Activities		Date	Responsible Parties	Status
a.	Send an email to all staff after each Board meeting indicating the action taken by the Board and any projects that will need to be completed.	Quarterly	Executive Director	Completed after the July Board Meeting
b.	Send emails to all staff updating them on projects of the Board.	Monthly	Executive Director	This has been done more on a quarterly basis, but will be moved to a monthly basis upon the hiring of additional staff.
c.	Hold regular staff meetings and provide a Q and A time for staff.	Quarterly	Executive Director	Completed in prior quarter, however, in the last quarter we held a staff appreciation event instead.
d.	Send an email to staff notifying them of upcoming meetings where they may attend.	Quarterly	Executive Director	Completed for the July Board Meeting
e.	Invite Board Members to all staff meetings.	Quarterly	Executive Director	Completed for staff appreciation event (in Board Member update).

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STRATEGIC PLAN 2014**Goal 5: Organizational Effectiveness:** Evaluate and enhance organizational effectiveness and systems to improve service.

5.4	Conduct a review every two years of each of the Committees established by the Board to determine if they are still needed, if they are fulfilling the purpose for which they were established, and determine if they should continue, be reconfigured, or eliminated.	Med - 4		
Activities		Date	Responsible Parties	Status
a.	Add an agenda item to the Board's October meeting to review the Committees.	Oct-2014 and Biennially	Executive Director	Completed
b.	Review the Committee Roster in October and identify Committees that may no longer be needed or may need reconfigured.	Oct-2014 and Biennially	Executive Director	Completed
c.	Prepare a memo for the Board Meeting Packet identifying the purpose of every committee and making staff recommendations.	Oct-2014 and Biennially	Executive Director	Completed
d.	Discuss the Committee Roster at the Board meeting.	Oct-2014 and Biennially	Executive Director	Will be completed at the October 2014 meeting
e.	Update the Committee Roster as approved by the Board.	Oct-2014 and Biennially	Executive Director	Will be completed after the October 2014 meeting

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STRATEGIC PLAN 2014

Goal 6: Access to Care, Workforce, and Public Health: Understanding the implications of Health Care Reform and evaluating how it may impact access to care and issues surrounding healthcare delivery, as well as promoting public health, as appropriate to the Board's mission in exercising its licensing, disciplinary and regulatory functions.

6.1	Inform the Board and stakeholders on the Affordable Care Act (ACA) and how it will impact the physician practice, workforce, and utilization of allied healthcare professionals, and access to care for patients.	High		
Activities		Date	Responsible Parties	Status
a.	Continue to invite appropriate speakers to inform the Board about the ACA.	Bi-annually	Chief of Legislation and Executive Director	
b.	Identify and obtain ACA articles to print in the Board's Newsletter.	Bi-annually	Public Information Officer	The President's Message in the Summer Newsletter was regarding the ACA and its rollout.
c.	Educate physicians on opportunities to assist patients not within the ACA in obtaining access to care.	Bi-annually	Public Information Officer	