

2022-2023 PERFORMANCE EVALUATION Instructions

Evaluate Criteria

2023 Mission & Values Acknowledgement

Welcome to our 2022-2023 performance appraisal.

On-Demand Resources to support you:

1. Click [HERE](#) to view a video that explains this year's appraisal process.
2. Please click [HERE](#) to view/download rating criteria for the Global Standards section scores of: Exceeds Expectations, Achieves Expectations, and Needs Improvement.
3. Click [HERE](#) to view a short video that walks through how to complete the appraisal online.

Key Reminders:

· The Global Standards section is weighted at 60% of the overall appraisal rating score this year and Job Duties is weighted at 40% of the overall appraisal score.

· Comments are required for any Needs Improvement ratings, for the department goals, and for the overall summary.

Our annual appraisal process is designed to acknowledge how you help make Riverside's mission possible, demonstrate our desired conduct and excellent outcomes in your daily work, and help identify ongoing professional growth opportunities. Thank you for helping make a difference in the lives of others.

At Riverside, we follow a strong set of core values while we provide our patients with the utmost care and live Our Mission. Our mission and values are our guiding compass in our daily work, decision making, and actions.

Our Mission is:

Life is a remarkable journey.

Health impacts every step - how we connect with others, how we express our potential, how we pursue our dreams.

At Riverside, our mission is to provide healthcare experiences that are just as remarkable.

We do this for each and every person, regardless of their personal or economic circumstances.

We offer our highest thinking, our kindest touch, and our strongest commitment to excellence.

Our Core Values are:

· Integrity

We respect human dignity and consistently promote fairness and honesty.

· Excellence

We strive for clinical, operational and service excellence by fostering professional development, accountability, teamwork and commitment to high value.

· Partnership

We work in cooperation with other care providers, guided by open communication, trust and shared decision-making.

· Stewardship

We advocate prudence in the use of our financial and human resources for the advantage of the communities we serve.

Evaluate Criteria

Global Standards 2023

This section is weighted at 60% of the overall appraisal rating score this year. Why? Our approach to work, to each other, and to our patients/visitors matters. This section evaluates how we deliver quality, service, grow, are efficient and reliable with time and supplies, and how we form positive relationships to create a great place to work and in which to receive care. **Comments are required for any Needs Improvement ratings.**

Please click [HERE](#) to view/download specific rating criteria for each rating score level of: Exceeds Expectations, Achieves Expectations, and Needs Improvement.

Evaluate Criteria

CONSOLIDATED ESSENTIAL JOB DUTIES RATED - 2023

This section is weighted at 40% of the overall appraisal score.

If this item/section for overall job duties is rated a Need Improvements, comments are required to explain why this rating was given.

An Exceeds rating means the individual has the highest level of daily consistency and expertise in performing job duties--is a role model and example to others.

Achieves Expectations means this is a very good employee and is not yet, perhaps due to experience, performing at an Exceeds Expectations level but has the potential with support to do so.

Needs Improvement means that the employee is inconsistent in performing job tasks for someone of their experience and knowledge and comments should provide specific ideas on what and how to improve.

Overall Evaluation Comments

2023 Final Summary Section

Final Ratings Scale:

0.0 0- 1.75	Needs Improvement
1.76 - 2.40	Achieves Expectations
2.41 - 3.00	Exceeds Expectations