



On-boarding 3.0

With
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& Vena Harris

About Greg Efta:



- Implementation Specialist at Custom Learning Systems
- President of Performance Innovations
- Senior Consultant at Maun-Lemke
- Co-Founder of The QAPI Gurus with Michael Bayer
- Co-Author of “Recruitment, Selection and Retention of Quality Employees”
- Author of “There's A Lot of P in Healthcare”

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Like Performance Innovations on Facebook and have access to “Today’s Nuggets”, “Fun Fact Fridays” and more!

Or the old fashioned way! 407.777.3757

About Lauren Moulton-Beaudry:

- Director of Ethics and Education - Front Porch a “community of communities” serving over 3,000 residents in CA, LA and FL
- Holds Masters degree in Organizational Behavior and Doctorate of Education in Institutional Management.
- Faculty of Claremont Lincoln University, University of Phoenix as well as the University of the Thai Chamber of Commerce in Bangkok
- Has led the Service Excellence Initiative for 13 years

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About Vena Harris:

- Director of Human Resources at Minneola Healthcare in Minneola, KS
- Team Lead of “The Transformers” OASIS team, focusing on Onboarding and Retention

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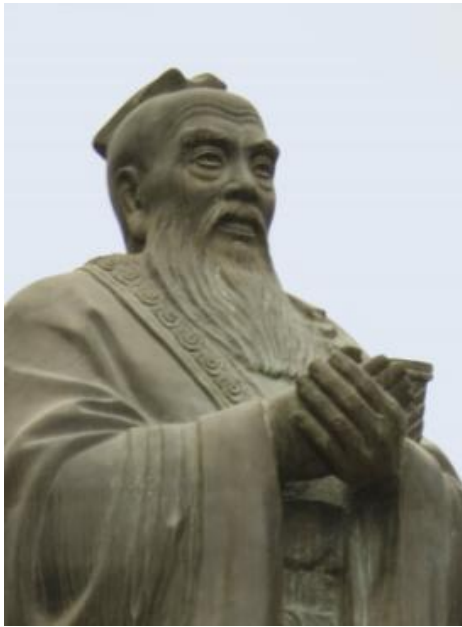
What is On-Boarding?

Onboarding is more than just orientation and training. It involves creating a retention environment from the beginning, proper preparation and selection of the appropriate candidates, creating a welcoming environment and providing the ongoing social and supervisory reinforcement necessary to facilitate a long term employment decision.

What is On-Boarding?

Onboarding can essentially be broken into three subgroups:

1. Picking the right person
2. Orienting them the right way
3. Developing and supporting them fully *beyond* the first 90 days



*“Love what you do
and you’ll never
work another day
in your life.”*

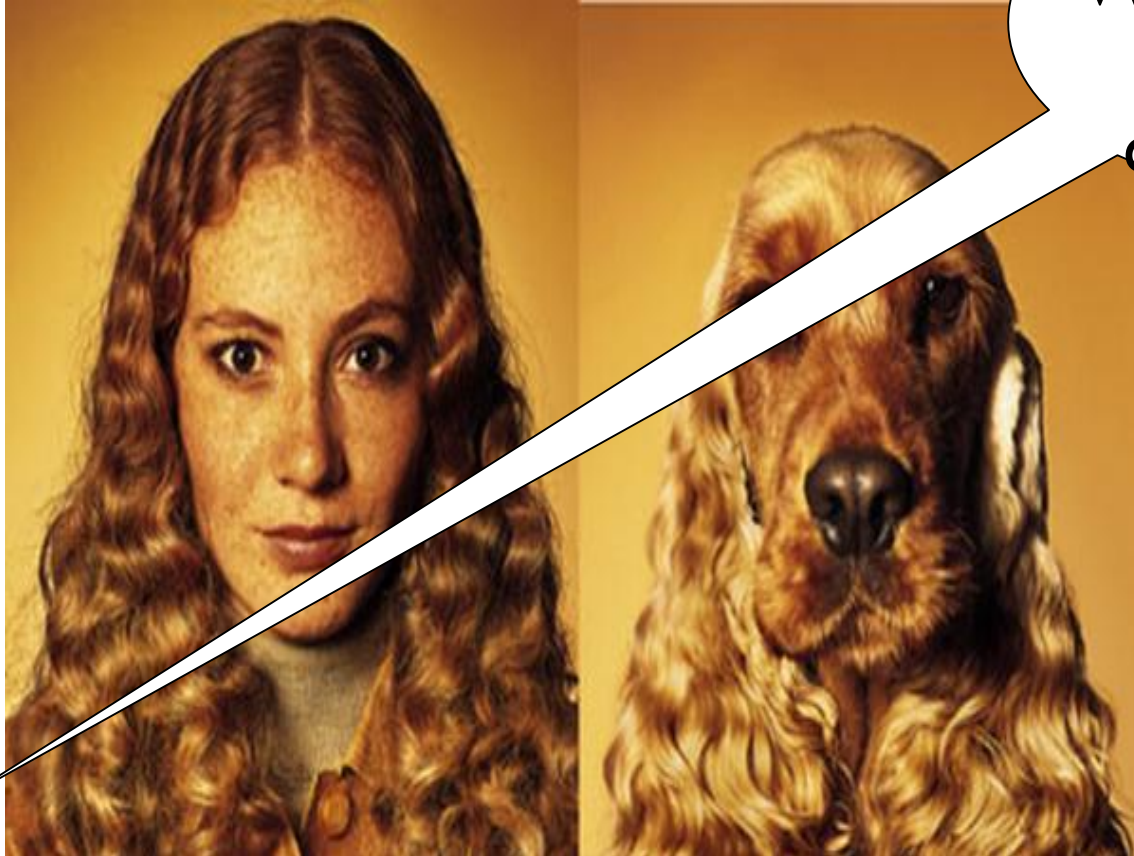
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Confucius

Let's begin by introducing yourself.

Share:

- ✓ Your name
- ✓ Your position
- ✓ Where you work
- ✓ How long you've been there
- ✓ A skill you have that is unrelated to your job
- ✓ A secret no one knows about you

Similarities!



What do we
have in
common?

How do we engage employees from the heart right from the start?



TRANSFORMERS

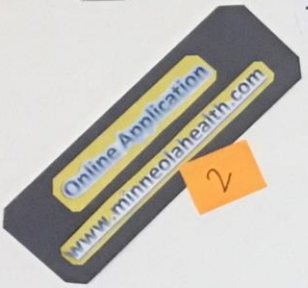
Road to On-Boarding



Help Wanted

Different avenues of advertising utilized

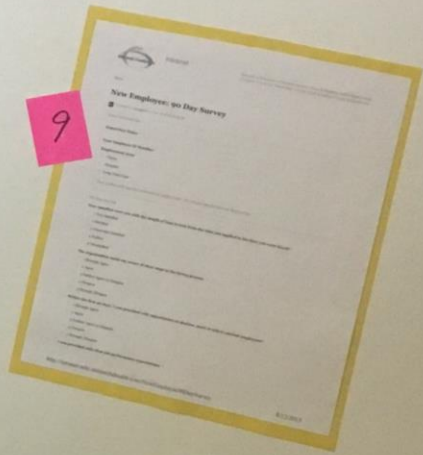
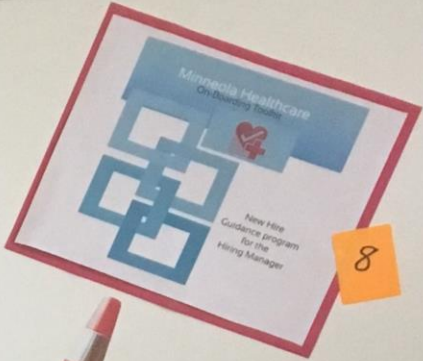
- Email
- Intranet
- Website
- Facebook



Application Received



Timeline



TRANSFORMERS

MINNESOTA DISTRICT HOSPITAL
HUMAN PERFORMANCE SYSTEM

Employee Performance Review

Employee Name	Position	Department	Supervisor	Review Period	Rating	Comments
...

Employee Badges

How to use badges to track performance and set goals for the year.

- 1. Set your goals for the year.
- 2. Assign a badge to each goal.
- 3. Track your progress throughout the year.
- 4. Review your progress at the end of the year.

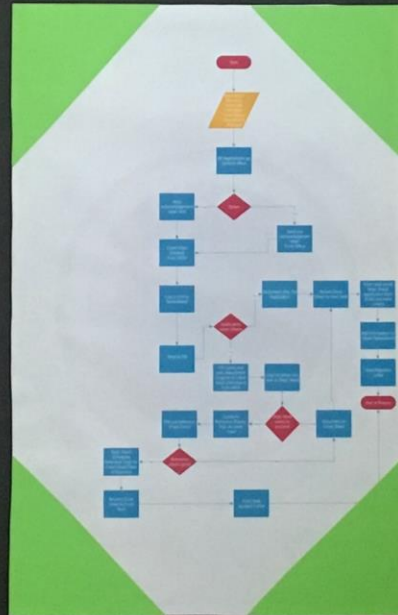
Remember: All badge and survey will be used to determine if there is a promotion.

Application Cover Sheet

Application Received From	Name	Date (Completed)
AWAILED		
DIFF: HEAD		
DIFF: CHIEF		
DIFF: TO DARR		
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DIFF: CHIEF		
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**Minnesota Specialty Care
On-Boarding Tools**

New Hire Guidance Program for Hiring Manager

**Minnesota Specialty Care
On-Boarding Tools**

Mentoring Guideline for the New Associate Mentor

The background features abstract, overlapping geometric shapes in various shades of green, ranging from light lime to dark forest green. These shapes are primarily located on the left and right sides of the frame, creating a modern, dynamic feel. The central area is a clean white space where the text is placed.

Turnover

Turnover - What does it cost?

- ▶ Department of Labor
 - ▶ \$3,000 at minimum wage - \$4,500 at \$12/hr
- ▶ Anecdotal Estimates
 - ▶ NJ NH company - 5 sites, 1,200 emps - \$7,000
- ▶ Gallop Estimates
 - ▶ 1.5 times annual salary - @ \$12/hr - \$36,000
- ▶ Your Estimates

Rates of Turnover

How many “bodies” did
you hire for how many
positions?

Most companies
calculate overall
turnover

Question



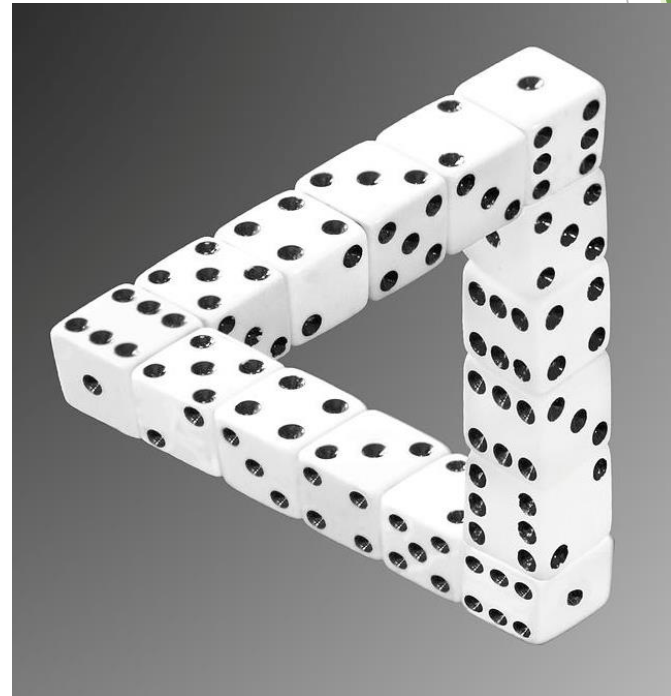
Do you know your **year one turnover rate?**

Typical First Year LTC Turnover Rate

60-180%

The bottom line about turnover...

- You must know your **year one turnover**
- Otherwise your **global turnover** rate can be an illusion



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other materials...

go to

www.gregefta.weebly.com

go to “more” button
this will drop down a menu...
choose “downloads” and you
will find a number of
downloadable files, including
“Onboarding 3 HCSEC 2017”