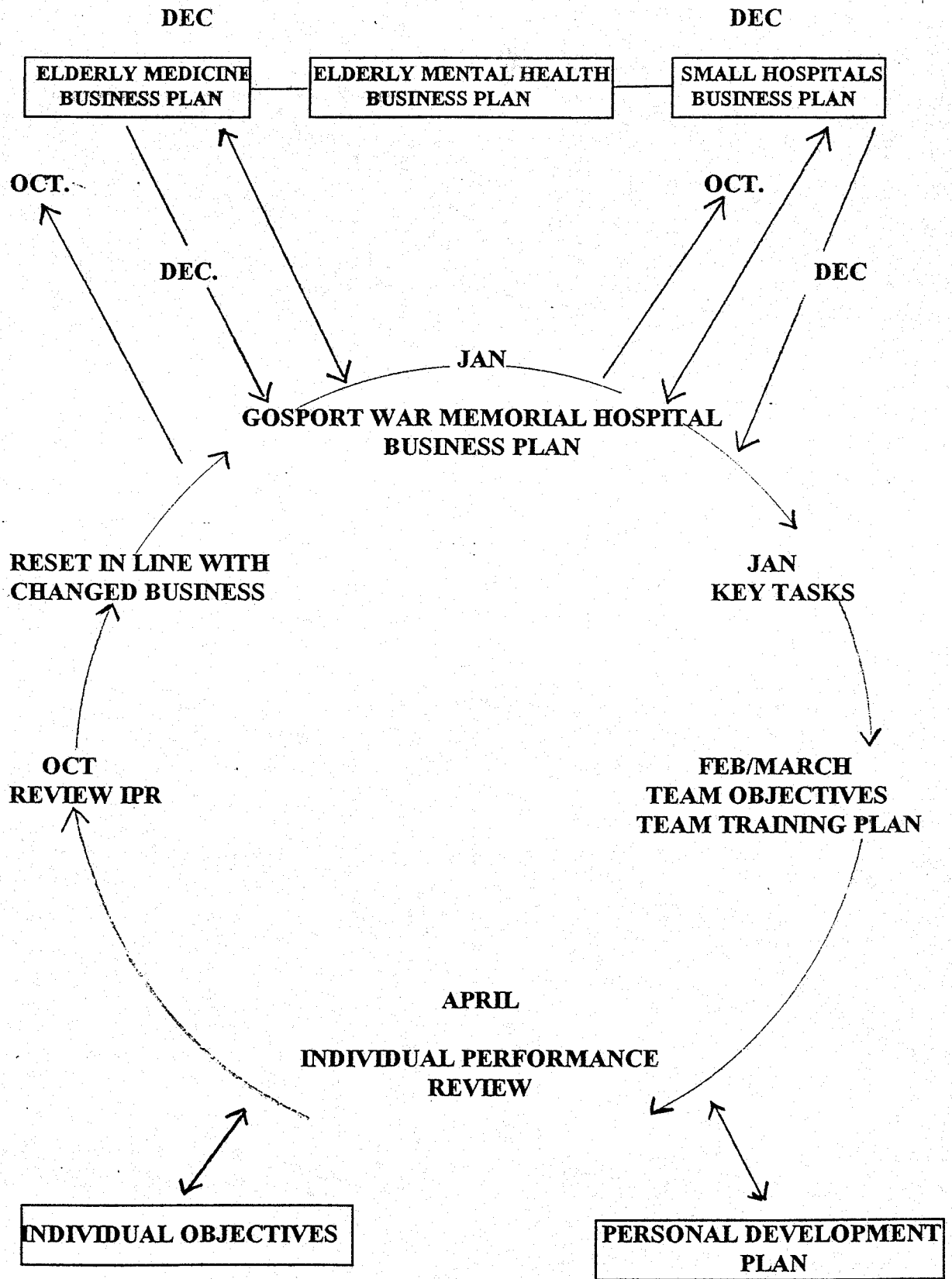


BUSINESS PLANNING CYCLE



Portsmouth HealthCare

NHS Trust

HR/PERSONNEL CONTRIBUTION TO HEALTHCARE PROCESS

<u>LEVEL</u>	<u>SYSTEM</u>	<u>RESPONSIBILITY/ PURPOSE</u>	<u>EXAMPLES PERSONNEL ACTIVITY</u>
Trust	HR 4/5 year strategy 1992, 1996, 2001	<ul style="list-style-type: none"> Personnel Director sets 4/5 year direction 	<ul style="list-style-type: none"> Trust board membership Pay and remuneration panel JNC
Trust	Personnel Sector of annual business Plan	<ul style="list-style-type: none"> Personnel Director implements strategy review progress 	<ul style="list-style-type: none"> Trust Board membership Pay and remuneration panel JNC Policy development and implementation.
Division/Contract Group	Personnel section of annual service Plan	<ul style="list-style-type: none"> Divisional General manager and Senior Personnel Manager 	<ul style="list-style-type: none"> Operational management membership Divisional review workforce information
Gosport War Memorial	Annual Objectives / Training Plan	<ul style="list-style-type: none"> Hospital manager and Senior Personnel manager Local application of HR Plan plus local issues 	<ul style="list-style-type: none"> Facilitate departmental away days Training on business planning process, IPR's
Department/Ward	Team objectives / competency matrix	<ul style="list-style-type: none"> Team leaders and local Personnel team 	<ul style="list-style-type: none"> Attend monthly department meetings. Facilitate Team away days and objective setting.
Department/Ward	IPR's / Personal development Plan	<ul style="list-style-type: none"> Team leader and employee 	<ul style="list-style-type: none"> IPR audits, employee appraisal training.