

FORMFAST FOR HUMAN RESOURCES

As healthcare shifts from a volume-based delivery model to a value-based system, the need for greater efficiency and quality has increased.

Both clinical and HR personnel value FormFast's ability to streamline communication across the enterprise, allowing onboarding, offboarding, credentialing, employee recognition, employee status changes and more, to be completed and tracked electronically. The result is a more efficient HR department and a more productive, engaged staff.

Your Challenge	Your FormFast Solution
Reducing the amount of HR and Clinical staff time that is required for administrative tasks	Save time by streamlining and managing processes with multiple approvals and notifications electronically
Performing effective, ongoing HR process improvements	Leverage dashboards and reports to provide actionable data
Ensuring employees feel recognized for exceptional work	Provide a straight-forward platform that motivates employees, supervisors and senior leadership to recognize other employees for exceptional performance
Confirming completion of Onboarding and Offboarding tasks by new hires and supervisors	Easily add visibility and accountability with alerts and dashboards
Customizing Onboarding for physicians and internal leadership transitions	Create custom workflows for clinical and executive levels to fit your process needs
Meeting Joint Commission New Hire Compliance	Handle these requirements efficiently through workflow rules and reportable completion data
An extremely busy IT staff	Our software is deployed by our professional services staff and supported under our managed services model
Process inconsistency between facilities	Link all your facilities through standardized and improved processes



SEE HOW FORMFAST CAN HELP YOUR HR DEPARTMENT

**HR Manager: Jill**

In between juggling the onboarding of multiple new hires and meeting Employee Engagement Initiatives, Jill has a lot on her plate. With FormFast, all tasks are properly assigned and tracked for new hires, and manual processes associated with the strategic goal are now automated.

**New Hire: Katherine**

Katherine received her onboarding responsibilities from her supervisor, Brandon, using FormFast's New Employee Onboarding Checklist. As a new RN, she is well positioned to quickly begin providing quality care to her patients due to the effective onboarding process.

**Clinical Manager: Brandon**

Brandon constantly struggles to fit 12 hours of work into an 8 hour workday. Expected to provide coaching and recognition to all reports - including Katherine and Onboarding Mentor, Stacey - he is able to accomplish this on time and effortlessly with FormFast.

**Onboarding Mentor: Stacey**

Stacey was nominated by her supervisor, Brandon, to be an Onboarding Mentor for Katherine. She received her assignment and electronically agreed to her expected responsibilities as the Onboarding Mentor via FormFast.

**Patient: Susan**

Susan is expecting quality care during her inpatient stay and will have the opportunity to provide feedback through the HCAHPS survey concluding her stay. She is impressed with the level of efficiency and engagement demonstrated by staff who utilize FormFast.