Carolina Health Centers, Inc.
Board of Directors Annual Operating Plan

Board Responsibility:		June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May
Board Annual Meeting					X								
Board Self Evaluation (document to be distributed in advance with results to be presented and discussed at Annual Meeting)					X								
Strategic Plan Review							X						
Review and approve the annual operating budget (total budget)													X
Review and approve the HRSA grant application and budget							X						
Review and approve annual Employee Benefits Plan							X						
Annual review of the QI Plan												X	
Annual review of the Compliance and Risk Management Plan												X	
Review of Annual Audit with Independent Auditor				X									
Approval of provider staffing plan and changes to provider compensation and benefits plan											X		
Annual review of provider credentials and renewal of privileges													X
Allocation of calendar year-end bonus pool for support staff						X							
Summary of provider incentive compensation plan - cost benefit analysis			X										
CEO Performance Review				X									
		June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May
Schedule of Management Reports													
Organizational Performance **Monthly** Summary (Finance and Statistics)	Paul Grogan	X	X	X	X	X	X	X	X	X	X	X	X
Organizational Performance **Semi-Annual** Report (site specific performance, actual to budget, performance metrics)	Paul Grogan			X					X				
Monthly Summary of Quality Measures	Locke Simons	X	X	X	X	X	X	X	X	X	X	X	X

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Chief Medical Officer **Quarterly** Report (includes QI)	Locke Simons			X			X			X			X
Monthly President's Report	Sue Veer												
Development and Corporate Compliance **Quarterly** Report (includes HR)	Brooke Holloway	X			X			X			X		
Operations **Quarterly** Report	Miriam Ferguson		X			X			X			X	
Pharmacy **Quarterly** Report (Dashboard distributed monthly)	Dominic Mellette		X			X			X			X	
Strategic Plan **Semi-Annual** Progress Report	Sue Veer		X							X			
Family Support Division **Annual Report** including review of proposed grant budgets (Dashboard distributed monthly)	Georgia Deal					X							