

Strategic Talent Management for Healthcare

Simple.
Powerful.
Affordable.



The Employee Performance Management Solution of Choice for Healthcare Providers

The AHA awards its exclusive endorsement to products or services from vendors that demonstrate an outstanding commitment to healthcare organizations and supports their pursuit of excellence and leadership.

*James K. Wadzinski,
Vice President, Operations and
Account Services*



To deliver quality patient care, healthcare facilities rely on their employees' skills and commitment. They need to ensure their staff are competent, accountable and focused on their performance.

Employee performance appraisals and competency assessments are critical tools for ensuring the continuous development and performance of staff, and improved patient safety.

Halogen eAppraisal™ Healthcare is a complete solution that gives HR and managers everything they need to support ongoing employee development and generate required accreditation reports.

- Retain skilled staff by promoting a culture of excellence and continuous improvement.
- Always be ready for accreditation audits from Joint Commission, OSHA, ACHA or others.
- Keep the process on time and dramatically improve participation.
- Quickly and easily prepare development plans that address skills gaps.
- Easily monitor the performance and development of new or at risk staff.
- Drive accountability and support an ongoing dialogue on performance.

Best Practices in Employee Performance Management

Halogen eAppraisal™ Healthcare is built from the ground up to meet the specialized performance management needs of healthcare facilities of all sizes. Every feature, every function is the result of extensive research and confirmed as an industry best practice. This research has produced a powerful solution that is second to none.

Halogen eAppraisal Healthcare is widely considered by many industry experts to be the most powerful, convenient and cost-effective way to conduct performance evaluations, develop critical talent and align goals. It comes loaded with tons of innovative features and resources, including:

- Clinical competency library with more than 1000 technical and behavioral competencies.
- Healthcare performance standards library complete with behavior descriptions, comment helper text, coaching and development tips.
- A library of Lean competencies
- Form library with over 250 position specific appraisal forms, and a set of competency and orientation checklists.

What I like best about Halogen is really being able to keep your finger on the pulse of how managers are doing with their due dates, how the employees are doing with what their responsibilities are. That was a very difficult challenge pre Halogen.

Teri Manning, Director of Nursing Office Operations/Recruitment Center



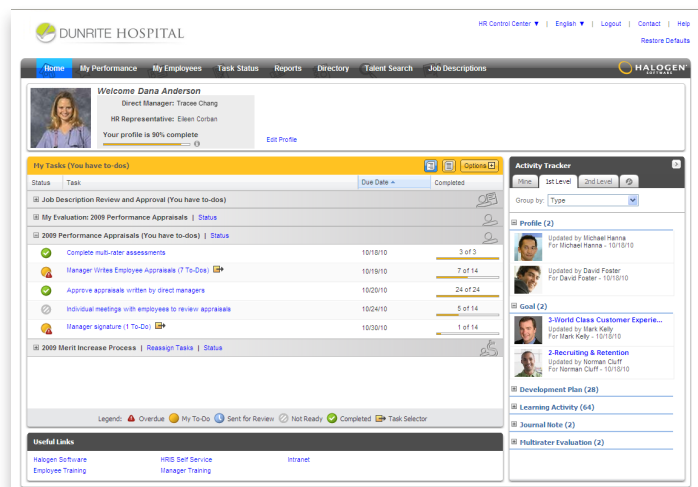
Feature Rich

Making it Easy for Everyone to Succeed at Talent Management

To be successful in their positions, every employee in your organization needs to manage performance year round – not just at performance appraisal time. The user experience provided by Halogen eAppraisal Healthcare is unmatched in the industry.

Since appraisals, goal setting and competency management apply to everyone in an organization Halogen spent considerable effort putting all the critical information that matters most, at the users' fingertips. Within one to two clicks from their home page, an employee can understand the details of their job description and the competencies important to their role, see their goals and track their progress, complete development plans, and keep notes on challenges, successes and failures.

Any user can adjust their view of the data and sort it based on their preferences – from power users to first time users, the experience is singularly focused on extending access to every employee in your company, while always placing simplicity and learnability at the forefront.



Improve Retention with Career and Development Planning

Create individual development plans that improve staff performance today and further develop existing talent for tomorrow. Define development plans and tasks based on an employee's overall performance rating, a particular competency rating or by a competency section score. Planning is as simple as choosing from a list of available training activities, including mandatory or optional courses.

Make Writing Appraisals Faster, Easier – and More Meaningful

With Halogen eAppraisal Healthcare's authoring tools, managers and supervisors spend 50% - 75% less time completing performance appraisals. Our comment helper text and coaching and development tips make it a breeze to deliver better quality, more consistent feedback. All are easily customized or extended, and text can be checked for spelling and language sensitivity to keep appraisals error free.

Help New Hires and At-Risk Staff Succeed

Conduct cumulative appraisals that track staff performance, development and progress over time, especially important for new staff, or those who are struggling. The cumulative report clearly shows progress or lack of progress in performance. Strategically align compensation, performance evaluations, training and development, recognition and retention efforts with the overall success of the employee and facility in mind.

Quickly Identify Employees with the Specific Skills You Need, Especially in an Emergency!

Halogen's configurable employee talent profiles let you gather any and all data that is important to your healthcare organization, including things like certifications, language skills, etc., and keep it up-to-date. Easily find exactly what you are looking for with superior and intuitive searching and comparison capabilities.



Create and Manage Your Processes Yourself – with Ease

Create processes, set up workflows and manage users with just a few clicks. The simple, menu-driven user interface, which can be configured with the end user's choice of language, makes it easy to deploy HR strategies without IT involvement.

Get a Head Start with Healthcare Form Libraries

Leverage our libraries of ready-made forms and checklists, specifically tailored for healthcare environments. Each one can be easily modified or extended to better match your needs. Forms include competency assessments, goal setting, development plans, and cumulative appraisals for new staff. With Halogen eAppraisal Healthcare, you can assess everyone from administrators, to clinicians, managers, nurses and all other medical staff.

Design Your Appraisal and Competency Assessment Forms the Way You Want Them

Build and modify forms that match your existing appraisal form look and feel with point-and-click simplicity. There are virtually no limits to form content or layout options. Choose from our extensive healthcare form library and copy and edit forms as necessary.

Use a variety of competency layouts, including long, short, and matrix. The matrix format enables you to capture additional information (such as the method of verification and date observed), and complete competency assessments that support the Joint Commission requirements, even by population-specific category.

Track Performance Year-Round

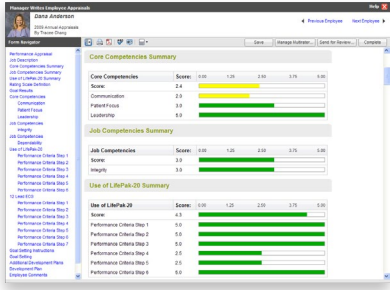
Managers and staff can capture details about an employee's on-going contributions and achievements any time in their performance journal; staff can choose whether or not to share their notes with their supervisors. They can also quickly and easily update the status of skills, goals and development plans as they progress. And our innovative activity tracker lets users keep track of any activity taking place in the system related to their or their employees' performance or development.

Gather Feedback From Multiple Sources

The optional Halogen e360 Multirater module makes peer reviews easy and convenient. Managers can also gather and analyze feedback from direct reports or other supervisors on particular competencies, specific objectives, or the employee's overall performance.

Put Job Descriptions at the Heart of Your Performance Management

Now there's an easy and effective way to manage your job descriptions and integrate them with all your talent management processes. With Halogen's optional Job Description Builder module, you can link specific sections in the job description to your employee performance appraisal and competency assessment forms. When a change is made to a job description, the corresponding forms are automatically updated, so changes only ever need to be made in one place, and everyone is kept up to date on their job requirements.



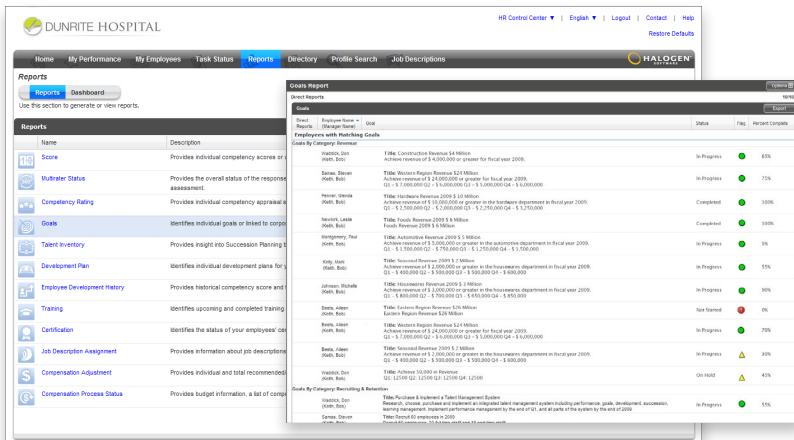
Manage Competencies Effortlessly

Take the dread and drudgery out of competency assessments by automating your workflow and forms to easily capture the data you need, and effortlessly produce required accreditation reports.

Part of an organically-built, fully integrated Talent Management Suite for Healthcare

Give HR, Managers and Administrators Simple Access to Important Reports

A configurable dashboard provides HR, managers and administration with a graphical snapshot of key performance indicators, while real-time reports let them understand the details. View summarized performance competency scores and trends, process status, and progress on individual and organizational goals. Check trending charts, exceptions, status reports and more – all in real time. All can be filtered for detailed views and analysis.



- HALOGEN eAppraisal[™] Healthcare
- HALOGEN e360 Multirater[™]
- HALOGEN eLearning Manager[™]
- HALOGEN eSuccession[™]
- HALOGEN eCompensation[™]
- HALOGEN Job Description Builder
- HALOGEN eRecruitment[™]

Endorsed by:



Certain to Succeed Money Back Guarantee



Be confident with our **Certain to Succeed Money Back Guarantee**. After using one of our assisted implementation programs to bring any one of our products into your organization, if you're not happy with it, we will refund in full your unused subscription fees, as long as you let us know within 6 months of your purchase date.

About Halogen Software:

Halogen Software ensures HR is certain to succeed with powerful, simple to use Talent Management solutions that put HR in control. Our practical, affordable approach makes it easy for HR to align their workforce, improve productivity and develop human capital as a competitive advantage. Halogen helps HR to be strategic — to be brilliant — at Talent Management.

