

### **Exploring and Using the Recruitment & Retention Plan Template**

Join us for this 3-part webinar series to delve into ACU's Recruitment and Retention Plan Template. Speakers will walk through the tool, describe intent and value, explain how to use tools and calculators, and answer questions about how and why to use this framework for developing or revising a recruitment and retention plan. Participants can register at one time for all three parts of this free series and then attend all or just some of the programming. Webinars will be recorded and shared via email with all those registered, whether or not they were able to attend the live webinar.

To register [click here](#) or copy the following in to your browser:

<https://attendee.gotowebinar.com/register/2935840459212236802>

#### **Webinar 1: Assessment and Planning – Tuesday, October 11, 2016, 2:00-3:00pm ET**

The first and most critical step of creating a recruitment and retention plan is collecting data to assess your clinician needs, identify areas for improved practice management, and set a strategic plan for building your workforce. This practice assessment process includes provider capacity and demand; appointment access; care teams and provider mix; support staff; and provider satisfaction. Information on all of these pieces can inform strategic planning to answer the question of how many and what types of clinicians do you need and when do you need them. This webinar will review the tools and functions featured in the first part of the Recruitment and Retention Plan Template to collect and analyze this data.

#### **Webinar 2: Planning for Retention– Tuesday, November 8, 2016, 2:00-3:00pm ET**

Retaining clinical staff is key to maintaining a high-functioning team at your health center. Evaluating and improving your retention programs and systems is a critical first step to developing a positive workplace culture that is engaging to your current clinicians and attractive to prospective recruits. Healthy retention plans include mission alignment, compensation, benefits, work schedules, and professional development. This webinar will review the tools and resources featured in the “Retention Plan” section of the Recruitment and Retention Plan Template.

#### **Webinar 3: Designing a Successful Recruitment Process Through Planning – Tuesday, December 13, 2016, 2:00-3:00pm ET**

A documented, comprehensive process can bring both organizational engagement and success to your workforce recruitment efforts. Informed by the earlier assessment and strategic plan, and supported by the strong retention programs, a thorough recruitment process will include identifying and defining roles for the recruitment team; setting priorities; defining a budget; advertising broadly and recording successes; and developing a solid interview process. This webinar will walk through all of the tools and charts included in the template to help health centers develop a robust recruitment process.