

Good human resources policies and procedures research paper example

[Business](#), [Management](#)



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Introduction

The role of any Human Resource Manager in acute care hospitals today is to facilitate and nurture the performance of the company's employees. To achieve these goals, Human Resource officers must cultivate a conducive working environment that provides opportunities for employees to participate in the organizational planning and goal attainment (Oneal, 2011). Such environments tend to bring about motivation in employees, and high performance leaders. Discussion The Joint Commission on Accreditation of Healthcare Organizations (JCAHO) has influenced the essential functionality of human resource management with regard to health care when it comes to putting emphasis on continued training and education. The commission is active in the publication of policies. These policies focus on the continuation of education (Mitchell, 2007). The commission further necessitates periodic checks and audits on demand to illustrate the performance of an organization. In addition to this, it made healthcare appraisals mandatory and necessitated the placement of the generated information in employee files. Collaboration between Human resource and department managers is essential when it comes to the recruitment process. Primarily, department managers give notices on the available vacancies. The collaboration is also important, as through it; the description of the position is availed to the human resource department. The descriptions given will then determine the recruitment plan. After applications, both the HR and department head can work together in the short listing process. Collaboration between the HR department and department heads can also come in handy during

conducting interviews and the final selection process. When it comes to training and recruitment, the first step in the process would be to come up with clear job descriptions and employee performance plans, which include their key performance areas as well as, their key performance indicators. The selection process follows suit. The Human Resource managers tend to recruit the right talent for the company, based on the needs of the organization. During recruitment, advertisements attract talent. The recruitment then vets them through interviews and short-lists prospective candidates, according to those who qualify or closely match in terms of qualifications, expertise or potential for the position (Mitchell, 2007). When the selection and hiring processes are complete, the newly recruited employees come up with clear performance standards, and come up with their key performance indicators, and goals. Once the employees have understood their job descriptions and role in the organization, Human Resource managers will ensure the development and positive progress of the employees, through training and workshops, and coaching (Oneal, 2011). Comparing the employees' progression and outcomes against the set standards of the organization ensures this its achievement. After recruitment is over, the next step in the training system, is the employee review and feedback implementation. Here, the Human Resource manager administers timely reviews and feedback sessions with the employees. This is dependent on the employees' goal setting, and performance delivery (Mitchell, 2007). These sessions will inform the manager as well as the employee on how well they are operating. When it comes to remuneration, an analysis of the factors that motivate employees shows that money has the least effect when

it comes to employment relationships and organizational factors. The most likely reason behind this reasoning is the fact that when employees are able to get adequate salaries, then there are higher chances that they will find other things that can motivate them. The employer may alternatively deal with this by giving them chances to be inventive and taking part in the process of decision-making and integrating them into the organization (Mitchell, 2007). This deciphers into the concept that the best way to make employees enthusiastic is by giving them a chance for them to make advancements in terms of themselves and the organization, as well. When management treats employees equally, they may associate more freely with each other, even if they have different rankings. In organizations where employees happen to classify themselves as rich or poor, then the amount of money that each employee gets may be a hindrance when it comes to interacting. For a company to be able to motivate its employees in the end, then it must focus on establishing what its employee's value (Ulrich, 2005). The foundation of compensation should be what people value and what they want. This equilibrium may be hard to attain, but it could take the form of health care support, time off, recreational activities and so forth. Another important concept of human resource management is performance appraisal. This is a concept that involves evaluating the performance an employee and output. There are three ways of conducting performance appraisal. These include personnel, objective production and judgment evaluation. Objective production is the most commonly used technique. It involves limited measures, which are direct and observable (Oneal, 2011). Such include sales, date entry levels, unit produced and such. The measures

applied during appraisal would be specific to the duties. The deficit of this method is the fact that other factors outside the control of the employee may be the cause of variability. In addition to this, quantity of units produced may not always reflect the quality of the units. These two deficiencies reduce the validity of the techniques. If the goals of the organization are more inclined towards quantity than quality, which is often the case, then Objective production would be the most effective performance appraisal method. There are many means an organization can apply to enhance the performance of its employees. This is dependent on the resources that the organization has at its disposal. These could differ from a parking space, to reward in the office or even leisure activities. Even in the wake of all these motivational options, a huge number of employees have reported preferring money in comparison to any other form of motivation (Ulrich, 2005). The use of monetary rewards and money to motivate employees attracts a list of advantages, which include the fact that it is a collective reward. This refers to the fact that all employees can benefit from it. Not all may enjoy some of the rewards that an organization may opt to give employees, and to others they may be irrelevant (Mitchell, 2007). Money and monetary rewards give employees the power to choose. Another advantage of using the money to encourage employees' performance is the fact that it is simple. Use of monetary rewards to enhance performance will also have the effect of addressing behavioral employee problems. Conclusion In conclusion, Human Resource Management in acute care hospitals is a way of managing employee performance in terms of driving individual goals and development, as well as the organization towards desired performance and results. It

encompasses training planning, remuneration planning, performance appraisal and hiring plans.

Reference

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