

Compliance Work Plan

Item Number	Task to be completed	Planned Project Date	Responsible Party	Resource	Date Started	Date Completed	Status
1	2010 Training	1-2-10 thru 3-30-10	Beth Fair, CO	Video & Testing	1-2-10		
2	Review with each manager "What compliance means to their department" Does their department need a specific compliance P&P? (See attached time-line)	3-9-10 thru 4-12-10	Beth Fair, CO And Department Managers	Varies with each department	3-9-10	4-23-10	Completed
3	Compliance Report to the Board	3-16-10	Beth Fair, CO	Compliance committee minutes	N/A	3-16-10	Completed
4	Follow up with Department Managers (see attached time-line)	7-19-10 thru 7-21-10	Beth Fair, CO And Department Managers	Varies with each department	7-19-10		
5	Compliance Report to SMH Board	11-16-10	Beth Fair, CO	Compliance committee Minutes	N/A		
6							