



**Heart of the Rockies Regional Medical Center
Salida, CO**

Facility Master Planning

C-Suite/Administration Evaluation:

C-Suite: CEO; VPs: Patient Services/ Physicians and Providers/ Operations/ Fiscal Services/
Administrative Assistants

Administration: Medical Surgical Services (MSS); Human Resources; Foundation; Marketing

Participant names: Robert Morasko, CEO _____

Participant e-mails: rmorasko@hrrmnc.net _____

**A. The design of the C-Suite and Administration Space effectively contributes to
productivity, collaboration and efficiency.**

1. Do the CEO and VPs have ample space to work collaboratively?

Comment: We should plan to increase space by three to four offices within
the next ten years. .

2. Does the existing C-Suite allow for all executives to work independently when needed
and still be accessible by hospital and support staff?

Comment: Yes

3. Public Access: Does the current design and location of the existing C-Suite allow for
and provide the desired level of public access and interaction? If the C-Suite were to
be relocated, would there be a more optimal location and adjacency within the medical
center to support HRRMC's operational model?

Comment: Access to C-Suite is adequate.

4. Does the existing C-Suite need additional storage, work or other support rooms? Does
the existing Work Room/ Print Area currently meet the needs of the C-Suite, Marketing
and other Administration spaces within the suite?

Comment: Needs are currently met. Having more space for printer and storage is not critical, but we should plan to add some space for the next ten years.

5. Does the existing C-Suite foster an environment that allows staff and facility employees to come in and discuss HR matters comfortably?

Would it be more desirable for HR to be located elsewhere within the medical center, and outside of the C-Suite? If so, where within the medical center would HR be more optimally located and what other functional and departmental adjacencies would it be paired with?

Comment: Yes, If the Admin suite is expanded, consider relocating HR to first floor.

6. Are there Administrative departments/functions currently within the C-Suite space that do not need to be directly adjacent to and accessible to the CEO/VPs and C-Suite administrative assistants?

Comment: No

7. Who within the current C-Suite layout needs direct access and adjacency to patient care areas? Who does not? On a daily operational basis, are there certain roles/individuals more likely to interact with nurses, physicians, outside of the C-Suite?

Comment: We are a small hospital. Most staff have easy access to necessary areas.

8. Are there departmental functions currently within the existing C-Suite, that would make more sense to relocate to a more public and/ or optimal area within the medical center?

Comment: Human resources could be relocated closer to the front door on the hospital main level.

9. Does the C-Suite have the proper amenities necessary for visitors and employees combined, i.e., meeting room(s), break areas, drink stations, toilet rooms and meeting spaces?

Comment: Yes

10. How often are individuals, officed within the C-Suite area, interacting with patients and staff at other HRRMC off- campus facility locations?

Comment: We have a variety of off site clinics and services. Relocating to offsite areas does not make sense.

11. Is privacy, both visual and acoustic, an issue in the C-Suite as it exists today? What could be improved?

Comment: Visual and acoustics are adequate.

12. Is the C-Suite waiting area, as it exists today, large enough to accommodate the needs of both the C-Suite and other Administrative functions?

Comment: Yes, but it would be nice to expand the administrative suite if HR could be relocated per above.

B. Provide a setting that is functionally efficient and effective for medical center leadership and administrative excellence.

1. Does the C-Suite location minimize the time, motion (staff) and effort necessary for staff interaction, facility support, and organizational management?

Comment: Yes

2. Does the C-Suite main entry and check-in desk location, support staff safety through clear sight lines and an appropriate level of access control? (If so, describe features.)

Comment: Yes

3. What hours is the C-Suite typically occupied during the week? Are there times when the space is used "after hours"?

Comment: Normal business hours.

4. Does the C-Suite design achieve an appropriate balance between visibility and privacy to both facility staff and patients/visitors?

Comment: Yes

5. Please provide additional comments regarding the function of the space, staff flow, growth potentials, adjacencies needed between departments (example: Marketing and Foundation Teams), and anything else you feel will benefit RTA in the master planning and design process.

Comment: Relocating HR to 1st floor would make them more accessible for staff and people applying for jobs. It however works as is.
