

Snyder, Rachel Elaine

Home Infusion Liaison

2024 Annual Performance Review

Organization:

Home Health Nursing (SCAH-SIPS Admin-Other)
(Carole Rumsey)

Manager: Carole Rumsey

Location: 110 Stony Point Road Suite 110 200

Evaluated By: Carole Rumsey

01/01/2024 - 12/31/2024

Overall Performance Rating

Manager Overall Assessment

Rating: Exceeds Expectations
Comment: From Valenteen: Throughout 2024 Rachel effectively met the expectations of her role as a Hospital Liaison. " Rachel has already proven to be a great asset in the Northbay for SIPS. I look forward to working with her closer this coming year.

Employee Overall Assessment

Rating:
Comment:

Acknowledgement

Employee

Entered by: Rachel Snyder Date: 05/12/2025
Status: I Acknowledge
Comment: I appreciate the kind remarks from my previous administrator and my new manager. I look forward to working with this new team to promote and expand safe home infusion for Sutter patients. I will look for addition professional development opportunities after I complete my BSN degree in 2025.

Guidance

2024 Annual Performance Review
Review Period: January 1, 2024 to December 31, 2024

In the performance review, be sure to consider position requirements and measurable results in the following areas:

Principal Accountabilities
Using the position specific job description, evaluate job accountabilities. Consider what has been achieved over the course of the year and use this opportunity to consider key accomplishments and quantifiable results.

Universal Requirements
Rate the degree to which organizational and department standards, policies and procedures are adhered to up to and including: Completing all required trainings on time, annual medical screenings and maintaining compliance with policies associated with attendance, management of timecard, mandatory education, meal breaks, safety, dress code, and maintains appropriate/applicable licensure, certification and education requirements.

High Reliability Organization

The employee has put into practice techniques and behaviors that promote a safe environment for patients and employees.

Clinical Competency Confirmation

If clinical assessments are required for this position, consider whether the employee met all clinical competencies-based assessments required for their job or unit they work in.

Overall Performance Rating and Comments

Select a rating and enter comments that best reflect overall performance. When choosing your rating, consider the employee's adherence to organizational compliance activities (ie: required training, medical screenings, licensure, etc.) standards, policies and procedures. Be sure to also consider the employee's overall demonstration of [Sutter Health Values](#). To view the Sutter Health rating scale and expanded rating definitions, click [here](#).

Please note, contents of this Performance Review are viewable by all who participate in this process including the employee.

Contributions & Achievements

What were individual contributions towards achievement of organizational goals? Be sure to address employee contributions to [Destination 2030](#), department goals and dashboard metrics.

Manager Assessment	Employee Assessment
Response: From Valenteen Militello, Administrator for Sutter Care at Home Santa Rosa. For most of the year 2024 till Nov. 25 Rachel was a Hospital Liaison for them. "Rachel continues to meet the expectations of her role as a Hospital Liaison, consistently demonstrating professionalism, dedication, and exceptional problem-solving skills. She plays a critical role in facilitating smooth transitions for patients from the hospital to home, actively contributing to solutions for complex patient placements and earning regular praise from hospital case managers for her efforts. Rachel collaborates effectively with Primary Care Physicians, hospitalists, and hospital staff to streamline the Home Health admission process. Her active participation in hospital rounds allows her to assess patient needs, facilitate orders, and ensure patients receive the appropriate level of care. Her ability to communicate clearly with both hospital staff and her Home Health team highlights her strong critical thinking and organizational skills, ensuring seamless coordination and timely execution of tasks. Rachel's contributions have significantly supported the Santa Rosa branch	Response:

achievement of a five-star HHCAHPS rating. Aiding in achieving Best Practice in Growth and meeting baseline Dashboard metrics for Quality and Service. Rachel's dedication and collaborative spirit make her an asset to the team."

When Rachel came to SIPS as a Liaison she jumped into this role running and quickly learned this role with Infusion expertise and the highest of quality.

Where is there room for improvement? What actions or support are needed to improve performance for next year?

Manager Assessment

Response: From Valenteen: " Enhancing proactive communication with peers to effectively delegate tasks during periods of high workload will help ensure timely patient care and overall wellbeing. Strengthening delegation practices not only supports operational efficiency but also fosters a more collaborative team dynamic."
Continue to learn her role as SIPS Liaison and assist with increasing referrals from Providence and Marin.

Employee Assessment

Response:

Skills & Career Development

What professional and/or leadership skills were demonstrated in your role? Be sure to consider [Sutter Health Values](#) and what was done to make the team better.

Manager Assessment

Response: From Valenteen: " Rachel exemplifies Sutter's core values of teamwork, excellence, and curiosity through her unwavering commitment to patient care and her team. She is a passionate advocate for patients, consistently addressing challenges with determination to ensure their needs are met and high-quality care is delivered. Highly regarded by her colleagues, Rachel is always ready to lend her expertise and support, contributing to a collaborative and positive work environment. Her inquisitive nature drives her to seek innovative solutions and improvements that enhance both team performance and patient outcomes. Rachel's actions embody Sutter's

Employee Assessment

Response:

guiding principle of "caring for our patients first and our people always," making her an invaluable asset to the organization."
In the short time that Rachel has worked for SIPS I totally agree with Valenteen's assessment and statements.

What steps were taken to develop professional skills this year? What are your career aspirations and career goals?

For additional development ideas, view the [2025 Sutter Health University Catalog](#).

Manager Assessment

Response: Rachel maintains her CRNI (Certified Registered Nurse Infusion) from National Infusion organization: Infusion Nurses Society (INS)
From Valenteen: "Throughout 2025, as Rachel transitions into her role as Sutter Infusion Pharmacy's Home Infusion Liaison, proactively engaging in regular self-assessments will be essential for evaluating personal strengths and identifying opportunities for growth. Taking initiative in professional development by actively seeking training, mentorship, and skill-building opportunities will not only enhance individual performance but also contribute to the success of the team and organization. By embracing these strategies, Rachel can effectively manage her workload while fostering continuous improvement and long-term career advancement. "

Employee Assessment

Response: