



# Memo

May 29, 2007

**To:** Forum Health Community

**From:** David Swift  
Chief Human Resource Officer

**Subject:** Educational Services Update

Over the course of the next several weeks, we will be redeploying some corporate functions throughout the Forum Health system.

This process was undertaken in an effort to anchor service functions in more practical, productive manner so that hospital resources are more readily and immediately available to administrators, staff members and employees, which ultimately benefits day-to-day operations and overall hospital functions.

This is the same thinking that prompted the naming of hospital-specific Vice Presidents of Finance several months ago.

As Forum Health begins to receive serious purchase offers from outside entities over the upcoming months, it is also prudent for all involved to have staff members in place within our facilities at the time of proposed transactions.

The first of the corporate departments to be moved back into the hospitals is Education Services. Effective this week, there will be separate Education Services departments at Northside Medical Center and Trumbull Memorial Hospital.

At NMC, Educational Services will report to Nursing Administration and Terry Moore will oversee Educational Services at TMH. She will report to TMH Nursing Administration.

Dividing Education Services by facility will help each hospital focus more specifically on the needs and concerns of that given site and its surrounding communities.

As other corporate functions are allocated back into Forum Health facilities, we will update the Forum Health community.