

## The *iCare* Experience | Our Service Standards

Our Values		How we live them
Bravely Human	We approach our work with <b>empathy and</b> <b>kindness</b> and measure ourselves against the highest standards of integrity and ethical responsibility.	<ul> <li>We give our guests the full attention they deserve with a genuine smile and eye contact for every guest that we encounter.</li> <li>We greet our guests with 'Good Morning', 'Good Afternoon' or 'Good Evening' followed by their preferred name.</li> <li>We keep our personal devices out of sight so that our guests know that they are our priority.</li> <li>We note something personal about our guests using tools such as MyStory and Epic so that we remember them as human beings.</li> <li>We end encounters with 'Is there anything else I could help you with?"</li> <li>We respond to gratitude with "My Pleasure".</li> </ul>
Clearly honest	We operate with <b>transparency</b> by communicating with honesty and respect. We hope to make healthcare <b>simpler</b> by eliminating worrying, wandering, and waiting, both for our patients and care teams.	<ul> <li>We proactively identify, acknowledge and resolve gaps in service that our guests may be encountering. This includes patients navigating to their destination, or barriers navigating their care.</li> <li>We listen without interrupting with an open mind when patients express grievances to us.</li> <li>We apologize and acknowledge our guest's emotions with key words such as "I'm sorry that you had to wait so long" or "I can imagine how that might make you feel".</li> </ul>
Proudly collaborative	We are all <b>part of a team</b> – each bringing our own unique experiences that strengthen our collective. The trust and respect we have for each other infuses passion into everything we do.	<ul> <li>We take the initiative to get to know our colleagues so that we can manage them up to our guests.</li> <li>We go above and beyond not only for our guests but for our colleagues.</li> <li>We seek input from our colleagues with an open mind so that our decisions are informed by diverse perspectives.</li> </ul>
Intentionally consistent	We intentionally live our purpose by building trust and providing a <b>cohesive experience</b> for both patients and staff.	<ul> <li>We think as a system placing the guest and their journey at the center of our decisions and not through the lens of our immediate department, location or role.</li> <li>We are engrained in standard work, ensuring that we consistently create exceptional, memorable experiences with every guest that we encounter.</li> </ul>
Exceptionally creative	We empower our teams to make the workplace an environment for <b>personal</b> <b>growth and transformation</b> by seeking to learn, grow, and iterate on ways we work.	<ul> <li>We are not recipients of change but rather the initiators. We share out-of-box ideas, even when they are not from healthcare.</li> <li>We learn by doing and acknowledge that testing new ideas quickly is a necessary step to learn and plan.</li> <li>We embrace failures as learning opportunities that allow us to iterate and get better.</li> <li>We actively seek patient feedback and data trends to improve the patient experience. We thrive to make each month better than the last.</li> </ul>