

Health System Team Members - Medical Center, UPG, and School of Medicine,

Imagine a performance management experience where you have the flexibility to respond to evolving organizational priorities or shifting responsibilities, solicit feedback from anyone at any time across the University, and update progress from any device with ease.

With the launch of Workday, that day is here!

For our Health System team members, UVA Human Resources aims to make our performance experience effective, helpful, and easy to implement. The flexibility and user-friendliness of Workday moves us in the right direction.

Executive Vice President for Health Affairs Dr. Richard Shannon reminds every team member to be aware of her/his individual responsibilities, as well as several changes to the University's overall performance management process. Feel free to reference the Workday Job Aids for [Writing Goals](#) and [Cascading Goals](#) or reach out to the HR Solution Center for assistance.

[Workday Login](#)

There are important action steps you need to take to finalize your FY19 goals. Please note the following key dates.

Monday, January 21, 2019

The FY'19 goal form is available within Workday as an inbox action item. *Team members will submit a minimum of three SMART goals in Workday by:*

- Entering goals directly into the form **OR**
- Selecting and importing goals (if you've already entered them via the performance application) into the form
- Submitting for Manager review and approval

Friday, February 15, 2019

Goals must be entered and leader-approved. For new employees hired after January 21, 2019, approved goals are due within 30 days of hire.

Monday, April 1, 2019

Optional "Goal alignment touchpoint" task is pushed to Workday Inbox. *Discuss alignment and progress, make modifications as needed, resubmit, and approve.*