

# Establishment—full-time equivalent staff (paid) (administrative and clerical staff)

**Metadata item type:** Data Element Concept

**METEOR identifier:** 269877

**Registration status:**

- [Health](#), Standard 01/03/2005

**Definition:** The aggregate full-time equivalent staff units paid for all [administrative and clerical staff](#) within an establishment.

**Context:** Health expenditure:

To assist in analyses of the resource use and activity of health services. Inclusion of these data, classified by staffing category, allows analysis of costs per unit of labour and analysis of staffing inputs against hospital or service unit outputs.

## Object Class attributes

### Identifying and definitional attributes

**Object class:** [Establishment](#)

**Definition:** Institutions, organisations or the community from which health services are provided. The term establishment covers conventional health establishments and also organisations which may provide services in the community.

**Specialisation of:** [Organisation](#)

### Source and reference attributes

**Origin:** National Health Data Committee

## Property attributes

### Identifying and definitional attributes

**Property:** [Full-time equivalent staff](#)

**Definition:** Hours actually worked divided by the number of normal hours worked by a full-time staff member.

**Property group:** [Labour characteristics](#)

### Source and reference attributes

**Submitting organisation:** Australian Institute of Health and Welfare

## Data element concept attributes

### Collection and usage attributes

**Guide for use:**

Full-time equivalent staff units are the on-job hours paid for (including overtime) and hours of paid leave of any type for a staff member (or contract employee where applicable) divided by the number of ordinary-time hours normally paid for a full-time staff member when on the job (or contract employee where applicable) under the relevant award or agreement for the staff member (or contract employee occupation where applicable). Hours of unpaid leave are to be excluded.

Contract staff employed through an agency are included where the contract is for the supply of labour (e.g. nursing) rather than of products (e.g. photocopier maintenance). In the former case, the contract would normally specify the amount of labour supplied and could be reported as full-time equivalent units.

## Relational attributes

**Data Elements implementing this Data Element Concept:**

[Establishment—full-time equivalent staff \(paid\) \(administrative and clerical staff\), average N\[NNN{.N}\]](#)

- [ACT Health \(retired\)](#), Candidate 16/08/2018
- [Health](#), Superseded 16/01/2020

[Establishment—full-time equivalent staff \(paid\) \(administrative and clerical staff\), average NNNN.NN](#)

- [Health](#), Standard 16/01/2020