Service provider organisation—full-time equivalent staff (paid), total N[NNN{.N}]

Exported from METEOR (AIHW's Metadata Online Registry)

Service provider organisation—full-time equivalent staff (paid), total N[NNN{.N}]

Identifying and definitional attributes

Metadata item type:	Data Element
Short name:	Full-time equivalent paid staff
METEOR identifier:	270213
Registration status:	Community Services (retired), Standard 01/03/2005
	Health, Standard 07/12/2011
	Indigenous, Standard 16/09/2014
Definition:	The aggregate full-time equivalent staff units for all paid staff.
Data Element Concept:	Service provider organisation—full-time equivalent staff
Value Domain:	Total full-time equivalent staff N[NNN{.N}]

Value domain attributes

Representational attributes

Representation class:	Total
Data type:	Number
Format:	N[NNN{.N}]
Maximum character length:	5
Unit of measure:	Full-time equivalent (FTE) staff

Data element attributes

Collection and usage attributes

Guide for use:	Calculated number of staff (full-time equivalents) for each staffing category.

The ordinary time hours normally worked may differ according to the type of work. The hours under the relevant award or agreement should be used if known. If the relevant award or agreement staff hours for an occupation is not known, or the worker is undertaking a variety of tasks, 38 hours per week should be used as a substitute.

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. provision of photocopies). In the former case, the contract would normally specify the amount of labour supplied and could be reported as full-time equivalent units.

If under the relevant award or agreement a full-time nurse is paid for an 80 (ordinary time) hour fortnight, the full-time equivalent for a part-time nurse who works 64 hours is 0.8 (64 divided by 80). If a full-time nurse under the same award is paid for a 100 hours for that fortnight (20 hours overtime), then the full-time equivalent is 100 divided by 80 = 1.25. This number would then be added to the full-time equivalent staff units for all other staff and the number rounded to one decimal place.

Where staff provide services to more than one establishment, full-time equivalent staff members should be apportioned between all establishments to which services are provided on the basis of hours paid for in each. (Salary costs should be apportioned on the same basis.)

Collection methods:	This metadata item is not intended to be a completely accurate calculation of staff hours, but a general indication of the number of hours an agency is staffed by paid staff.
	This metadata item may be calculated over weeks, fortnights, months or an annual basis.

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Relational attributes

Related metadata references: Is re-engineered from 📕 Full-time equivalent paid staff, version 1, DE, NCSDD, NCSIMG, Superseded 01/03/2005.pdf (16.3 KB)
No registration status

Implementation in Data Set Specifications: Aboriginal and Torres Strait Islander primary health-care service paid full-time equivalent positions cluster
        Indigenous, Standard 07/12/2017
DSS specific information:

This data element is used to determine the number of staff and visiting health professional FTE positions in the Aboriginal and Torres Strait Islander primary health-care service.

Aboriginal and Torres Strait Islander primary health-care services paid full-time equivalent positions cluster
        Indigenous, Superseded 07/12/2017
Implementation start date: 01/07/2008
Implementation end date: 30/06/2010
DSS specific information:

This data element is used to determine the number of staff and visiting health professionals full-time equivalent positions in the Aboriginal and Torres Strait Islander primary health-care service.

Aboriginal and Torres Strait Islander primary health-care services paid full-time equivalent positions cluster
        Indigenous, Superseded 07/12/2017
DSS specific information:

This data element is used to determine the number of staff and visiting health professionals full-time equivalent positions in the Aboriginal and Torres Strait Islander primary health-care service.

Aboriginal and Torres Strait Islander service staff vacancies cluster
        Indigenous, Superseded 07/12/2017
Conditional obligation:

This data element is collected when a 'Yes' response is provided for Service provider organisation—positions vacant indicator, yes/no code N.

Aboriginal and Torres Strait Islander standalone substance use service paid full-time equivalent positions cluster
        Indigenous, Standard 07/12/2017
DSS specific information:

This data element refers to the staff of the standalone substance use service.

Aboriginal and Torres Strait Islander standalone substance use service paid full-time equivalent positions cluster
        Indigenous, Superseded 07/12/2017
DSS specific information:

This data element refers to the staff of the standalone substance use service.

[Bringing them Home/Link Up Counsellors cluster](#)
[Indigenous](#), Standard 16/09/2014
DSS specific information:

This data element refers to the number of full-time equivalent (FTE) BTH or Link Up Counsellors staff. It is obtained by adding up the FTE for each counsellor.

If the position is half-time it is assigned an FTE of 0.5; if full-time it is assigned an FTE of 1.

[Care coordination mental health service type cluster](#)
[Health](#), Standard 13/11/2014
DSS specific information:

This data element should be calculated on an annual basis.

The intention of this data element is to separately identify those staff employed in roles related directly to the delivery of **[Care coordination](#)** services.

FTE should be apportioned to the relevant funding stream.

Exclusions:

- Staff employed in roles only administratively and managerially related to the delivery of client services (reported in [Full-time equivalent paid overhead staff (average)](#)).
- **[Volunteers](#)**/unpaid staff (reported in [Hours worked—volunteer/unpaid staff](#)).

Inclusions:

- **[Peer workers](#)** (also reported in [Full-time equivalent paid peer workers (average)](#)).

[Counselling, support, information and referral—online mental health service type cluster](#)
[Health](#), Standard 13/11/2014
DSS specific information:

This data element should be calculated on an annual basis.

The intention of this data element is to separately identify those staff employed in roles related directly to the delivery of **[Counselling, support, information and referral—online](#)** services.

FTE should be apportioned to the relevant funding stream.

Exclusions:

- Staff employed in roles only administratively and managerially related to the delivery of client services (reported in [Full-time equivalent paid overhead staff (average)](#)).
- **[Volunteers](#)**/unpaid staff (reported in [Hours worked—volunteer/unpaid staff](#)).

Inclusions:

- **[Peer workers](#)** (also reported in [Full-time equivalent paid peer workers (average)](#)).

[Counselling, support, information and referral—telephone mental health service type cluster](#)
[Health](#), Standard 13/11/2014
DSS specific information:

This data element should be calculated on an annual basis.

The intention of this data element is to separately identify those staff employed in roles related directly to the delivery of **[Counselling, support, information and referral—telephone](#)** services.

FTE should be apportioned to the relevant funding stream.

Exclusions:

- Staff employed in roles only administratively and managerially related to the delivery of client services (reported in Full-time equivalent paid overhead staff (average)).
- **Volunteers**/unpaid staff (reported in Hours worked—volunteer/unpaid staff).

Inclusions:

- **Peer workers** (also reported in Full-time equivalent paid peer workers (average)).

Counselling—face-to-face mental health service type cluster
   Health, Standard 13/11/2014
DSS specific information:

This data element should be calculated on an annual basis.

The intention of this data element is to separately identify those staff employed in roles related directly to the delivery of **Counselling—face-to-face** services.

FTE should be apportioned to the relevant funding stream.

Exclusions:

- Staff employed in roles only administratively and managerially related to the delivery of client services (reported in Full-time equivalent paid overhead staff (average)).
- **Volunteers**/unpaid staff (reported in Hours worked—volunteer/unpaid staff).

Inclusions:

- **Peer workers** (also reported in Full-time equivalent paid peer workers (average)).

Education, employment and training mental health service type cluster
   Health, Standard 13/11/2014
DSS specific information:

This data element should be calculated on an annual basis.

The intention of this data element is to separately identify those staff employed in roles related directly to the delivery of **Education, employment and training** services.

FTE should be apportioned to the relevant funding stream.

Exclusions:

- Staff employed in roles only administratively and managerially related to the delivery of client services (reported in Full-time equivalent paid overhead staff (average)).
- **Volunteers**/unpaid staff (reported in Hours worked—volunteer/unpaid staff).

Inclusions:

- **Peer workers** (also reported in Full-time equivalent paid peer workers (average)).

Family and carer support mental health service type cluster
   Health, Standard 13/11/2014
DSS specific information:

This data element should be calculated on an annual basis.

The intention of this data element is to separately identify those staff employed in roles related directly to the delivery of **Family and carer support** services.

FTE should be apportioned to the relevant funding stream.

Exclusions:

- Staff employed in roles only administratively and managerially related to the delivery of client services (reported in Full-time equivalent paid overhead staff (average)).
- **Volunteers**/unpaid staff (reported in Hours worked—volunteer/unpaid staff).

Inclusions:

- **Peer workers** (also reported in Full-time equivalent paid peer workers (average)).

Group support activities mental health service type cluster
    Health, Standard 13/11/2014
DSS specific information:

This data element should be calculated on an annual basis.

The intention of this data element is to separately identify those staff employed in roles related directly to the delivery of **Group support activities**.

FTE should be apportioned to the relevant funding stream.

Exclusions:

- Staff employed in roles only administratively and managerially related to the delivery of client services (reported in Full-time equivalent paid overhead staff (average)).
- **Volunteers**/unpaid staff (reported in Hours worked—volunteer/unpaid staff).

Inclusions:

- **Peer workers** (also reported in Full-time equivalent paid peer workers (average)).

Indigenous primary health care DSS 2012-14
    Health, Superseded 21/11/2013
    Indigenous, Superseded 21/11/2013
Implementation start date: 01/07/2012
Implementation end date: 30/06/2014

Indigenous primary health care DSS 2014-15
    Health, Superseded 13/03/2015
    Indigenous, Superseded 13/03/2015
Implementation start date: 01/07/2014
Implementation end date: 30/06/2015

Indigenous primary health care DSS 2015-17
    Health, Superseded 25/01/2018
    Indigenous, Superseded 27/02/2018
Implementation start date: 01/07/2015
Implementation end date: 30/06/2017

Indigenous primary health care NBEDS 2017–18
    Health, Superseded 06/09/2018
    Indigenous, Superseded 22/10/2018
Implementation start date: 01/07/2017
Implementation end date: 30/06/2018

Indigenous primary health care NBEDS 2018–19
    Health, Superseded 12/12/2018
    Indigenous, Superseded 02/04/2019
Implementation start date: 01/07/2018
Implementation end date: 30/06/2019

Indigenous primary health care NBEDS 2019–20
    Health, Superseded 16/01/2020
    Indigenous, Superseded 14/07/2021
Implementation start date: 01/07/2019
Implementation end date: 30/06/2020

Indigenous primary health care NBEDS 2020–21

[Health](), Retired 13/10/2021
Implementation start date: 01/07/2020
Implementation end date: 30/06/2021
[Individual advocacy mental health service type cluster]()
     [Health](), Standard 13/11/2014
DSS specific information:

This data element should be calculated on an annual basis.

The intention of this data element is to separately identify those staff employed in roles related directly to the delivery of **[Individual advocacy]()** services.

FTE should be apportioned to the relevant funding stream.

Exclusions:

- Staff employed in roles only administratively and managerially related to the delivery of client services (reported in [Full-time equivalent paid overhead staff (average)]()).
- **[Volunteers]()**/unpaid staff (reported in [Hours worked—volunteer/unpaid staff]()).

Inclusions:

- **[Peer workers]()** (also reported in [Full-time equivalent paid peer workers (average)]()).

[Mental health promotion mental health service type cluster]()
     [Health](), Standard 13/11/2014
DSS specific information:

This data element should be calculated on an annual basis.

The intention of this data element is to separately identify those staff employed in roles related directly to the delivery of **[Mental health promotion]()** services.

FTE should be apportioned to the relevant funding stream.

Exclusions:

- Staff employed in roles only administratively and managerially related to the delivery of client services (reported in [Full-time equivalent paid overhead staff (average)]()).
- **[Volunteers]()**/unpaid staff (reported in [Hours worked—volunteer/unpaid staff]()).

Inclusions:

- **[Peer workers]()** (also reported in [Full-time equivalent paid peer workers (average)]()).

[Mental illness prevention mental health service type cluster]()
     [Health](), Standard 13/11/2014
DSS specific information:

This data element should be calculated on an annual basis.

The intention of this data element is to separately identify those staff employed in roles related directly to the delivery of **[Mental illness prevention]()** services.

FTE should be apportioned to the relevant funding stream.

Exclusions:

- Staff employed in roles only administratively and managerially related to the delivery of client services (reported in [Full-time equivalent paid overhead staff (average)]()).
- **[Volunteers]()**/unpaid staff (reported in [Hours worked—volunteer/unpaid staff]()).

Inclusions:

- **[Peer workers]()** (also reported in [Full-time equivalent paid peer workers]()

(average)).

Mutual support and self-help mental health service type cluster
    Health, Standard 13/11/2014
DSS specific information:

This data element should be calculated on an annual basis.

The intention of this data element is to separately identify those staff employed in roles related directly to the delivery of **Mutual support and self-help** services.

FTE should be apportioned to the relevant funding stream.

Exclusions:

- Staff employed in roles only administratively and managerially related to the delivery of client services (reported in Full-time equivalent paid overhead staff (average)).
- **Volunteers**/unpaid staff (reported in Hours worked—volunteer/unpaid staff).

Inclusions:

- **Peer workers** (also reported in Full-time equivalent staff paid peer workers (average)).

Online Services Report (OSR) DSS 2020–21
    Indigenous, Standard 07/04/2024
Implementation start date: 01/07/2020
Implementation end date: 30/06/2021
DSS specific information:

In the OSR DSS only aggregate data on the number of full-time equivalent staff who were paid by the **funded organisation** as at the end of the financial year are provided to the AIHW. Data are disaggregated by:

- Person—Indigenous status, code N
  - Aboriginal and/or Torres Strait Islander (CODE 1, CODE 2 or CODE 3)
  - Other (CODE 4 or CODE 9).
- Service provider organisation—staffing categories, Aboriginal and Torres Strait Islander primary health care code N[N]{.NN}
  - CODE 1–CODE 88.

Includes staff who have provided health care services for the funded organisation and who have been paid either directly or indirectly by the funded organisation.

Activities to include as a paid FTE:

- Health and related administrative positions where the funded organisation pays the wages/salary/fees through all sources of funding (e.g. Medicare, Department of Health, state/territory government).
- Short term and recurrent positions.
- Contract workers paid by the funded organisation.
- Full and part-time employees.
- Casual employees and locums.

Activities to not include as a paid FTE:

- Visiting health professionals where payments are not made by the funded organisation.
- Staff located at the funded organisation who are part of other programs (e.g. housing, employment, Home and Community Care (HACC), child care).

Personalised support—linked to housing mental health service type cluster
    Health, Standard 13/11/2014
DSS specific information:

This data element should be calculated on an annual basis.

The intention of this data element is to separately identify those staff employed in

roles related directly to the delivery of **Personalised support—linked to housing** services.

FTE should be apportioned to the relevant funding stream.

Exclusions:

- Staff employed in roles only administratively and managerially related to the delivery of client services (reported in Full-time equivalent paid overhead staff (average)).
- **Volunteers**/unpaid staff (reported in Hours worked—volunteer/unpaid staff).

Inclusions:

- **Peer workers** (also reported in Full-time equivalent paid peer workers (average)).

Personalised support—other mental health service type cluster
   Health, Standard 13/11/2014
DSS specific information:

This data element should be calculated on an annual basis.

The intention of this data element is to separately identify those staff employed in roles related directly to the delivery of **Personalised support—other** services.

FTE should be apportioned to the relevant funding stream.

Exclusions:

- Staff employed in roles only administratively and managerially related to the delivery of client services (reported in Full-time equivalent paid overhead staff (average)).
- **Volunteers**/unpaid staff (reported in Hours worked—volunteer/unpaid staff).

Inclusions:

- **Peer workers** (also reported in Full-time equivalent paid peer workers (average)).

SAAP Administrative National Minimum Data Set (NMDS)
   Community Services (retired), Retired 01/07/2011
DSS specific information: Up to 9 characters

Sector development and representation mental health service type cluster
   Health, Standard 13/11/2014
DSS specific information:

This data element should be calculated on an annual basis.

The intention of this data element is to separately identify those staff employed in roles related directly to the delivery of **Sector development and representation** services.

FTE should be apportioned to the relevant funding stream.

Exclusions:

- Staff employed in roles only administratively and managerially related to the delivery of client services (reported in Full-time equivalent paid overhead staff (average)).
- **Volunteers**/unpaid staff (reported in Hours worked—volunteer/unpaid staff).

Inclusions:

- **Peer workers** (also reported in Full-time equivalent paid peer workers (average)).

Self-help—online mental health service type cluster
   Health, Standard 13/11/2014

DSS specific information:

This data element should be calculated on an annual basis.

The intention of this data element is to separately identify those staff employed in roles related directly to the delivery of **Self-help—online** services.

FTE should be apportioned to the relevant funding stream.

Exclusions:

- Staff employed in roles only administratively and managerially related to the delivery of client services (reported in Full-time equivalent paid overhead staff (average)).
- **Volunteers**/unpaid staff.

Inclusions:

- **Peer workers** (also reported in Full-time equivalent paid peer workers (average)).

Service integration infrastructure mental health service type cluster
    Health, Standard 13/11/2014
DSS specific information:

This data element should be calculated on an annual basis.

The intention of this data element is to separately identify those staff employed in roles related directly to the delivery of **Service integration infrastructure** services.

FTE should be apportioned to the relevant funding stream.

Exclusions:

- Staff employed in roles only administratively and managerially related to the delivery of client services (reported in Full-time equivalent paid overhead staff (average)).
- **Volunteers**/unpaid staff.

Inclusions:

- **Peer workers**.

Staffed residential services mental health service type cluster
    Health, Standard 13/11/2014
DSS specific information:

This data element should be calculated on an annual basis.

The intention of this data element is to separately identify those staff employed in roles related directly to the delivery of **Staffed residential services**.

FTE should be apportioned to the relevant funding stream.

Exclusions:

- Staff employed in roles only administratively and managerially related to the delivery of client services (reported in Full-time equivalent paid overhead staff (average)).
- **Volunteers**/unpaid staff (reported in Hours worked—volunteer/unpaid staff).

Inclusions:

- **Peer workers** (also reported in Full-time equivalent paid peer workers (average)).