
Total full-time equivalent staff

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Identifying and Definitional Attributes

Data Dictionary: NHDD
Knowledgebase ID: 000252 Version number: 1
Metadata type: DERIVED DATA ELEMENT
Registration Authority: NHIMG Admin status: SUPERSEDED
 Effective date: 30-JUN-97
Definition: Total full-time equivalent units are the on-job hours worked, hours of paid leave (sick, recreation, long service, workers compensation leave) by/for a staff member (or contract employee where applicable) divided by the number of hours normally worked by a full-time staff member when on the job (or contract employee where applicable) under the relevant award or agreement.

Generally, staff members (full-time equivalent) by category should be broadly consistent with salary data by staffing category.

Where staff provide services to more than one hospital, full-time equivalent staff numbers should be apportioned between all hospitals to which services are provided on the basis of hours worked in each hospital. Salary costs should be apportioned on the same basis.

Contract staff employed through an agency should be included under the appropriate staff category in cases where the contract is for the supply of labour (e.g. nursing) rather than that of products (e.g. photocopier maintenance). If the full-time equivalent for contract staff is not collected then salaries for those contract staff should be shown separately.

1. Average (for financial year) total full-time equivalent units x staffing category.
2. Sum of total full-time equivalent units at 30 June x staffing category.

Context: Health expenditure: to assist in analyses of staffing inputs for institutional health care and in analyses of input costs. Inclusion of data related to staffing levels (productive and total) in national minimum data sets allows analysis of changes or variations in

recurrent expenditure in terms of changes in the level of labour inputs (productive and non-productive) and changes in the cost per unit of labour input.

National minimum data sets contain both average staffing (full-time equivalent) and staffing (full-time equivalent) at 30 June. The average is the figure which relates sensibly to salary payments and the figure as at 30 June was a traditional figure which should remain as an ideal (although some States could provide it more easily than others).

Relational and Representational Attributes

Datatype: Numeric

Representational form: QUANTITATIVE VALUE

Representation layout: NNNNN

Minimum Size: 1

Maximum Size: 5

Data Domain: NOVAL The total full-time equivalent staff units as at June 30.

Guide For Use: Staffing categories:

- C1.1 Salaried medical officers
- C1.2 Registered nurses
- C1.3 Enrolled nurses
- C1.4 Student nurses
- C1.5 Trainee / pupil nurses
- C1.6 Other personal care staff
- C1.7 Diagnostic and health professionals
- C1.8 Administrative and clerical
- C1.9 Domestic and other staff

If under the relevant award or agreement a full-time nurse works a 40-hour week, the full-time equivalent for a part-time nurse who works 32 hours is 0.8. If a full-time nurse under the same award works 50 hours for that week (10 hours overtime), then the full-time equivalent is 50 divided by 40 = 1.25.

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Related metadata: relates to the data element Salaries and wages version 1 has been superseded by Full-time equivalent staff version 2

Administrative Attributes

Source Document:

Source Organisation: National minimum data set working parties

Comments: The Taskforce on National Hospital Statistics recommended that national minimum data sets contain two staffing data items:

- productive full-time equivalent units
- number of staff (monthly average head count)

The working party excluded the latter item and considered that both productive and total full-time equivalent units should be included in national minimum data sets (see justification).

The problem of contract staff was considered in some detail. Many hospitals contract out a considerable amount of work (e.g. nursing, cleaning, food services and laundry). If these costs are simply included in the relevant non-salary expenditure category, there will be considerable apparent variations in labour input and non-labour input costs. The working party decided to distinguish contract staff employed for the direct supply of labour (e.g. nursing and cleaning) from those employed for the provision of a product data (e.g. photocopier maintenance). In the former case, the contract would normally specify the amount of labour supplied and this could be measured in full-time units under the relevant staff category. Where full-time equivalent units for contract staff are not collected, payments for those staff should be separated from the other salary payments for staff in that category.

Data Element Links

Information Model Entities linked to this Data Element

NHIM

Recurrent expenditure

Data Agreements which include this Data Element

NMDS - Public hospital establishments

From 01-Jul-89 to 30-Jun-97
