

---

# Hours per week - volunteer/unpaid staff

---

**Important note: This is an archived metadata standard from the AIHW Knowledgebase. For current metadata standards and related information please access METeOR, the AIHW's Metadata Online Registry at <http://meteor.aihw.gov.au>**

## *Identifying and Definitional Attributes*

Data Dictionary: NCSDD  
Knowledgebase ID: 000600                      Version number: 1  
Metadata type: DATA ELEMENT  
Registration Authority: NCSIMG                      Admin status: SUPERSEDED  
Effective date: 01-MAR-05  
Definition: The total hours worked by all volunteer/unpaid staff in a 7 day week.  
Context: Service and resource planning:  
To assist in the analysis of staffing inputs and to enable a comparison of the staffing requirements of different service types.  
It is important to include volunteers due to the significant contribution they make within many organisations.

---

## *Relational and Representational Attributes*

Datatype: Numeric  
Representational form: QUANTITATIVE VALUE  
Representation layout: NNNNN  
Minimum Size: 5  
Maximum Size: 5  
Data Domain: NOVAL      Total hours expressed as 00000, 00001, 00425 etc.  
Guide For Use: This item is asking for actual staff hours worked by volunteer staff, not the rostered hours or full-time equivalent staff.  
Collection Methods: In some collections this item may be specified as the hours on a specific week (such as the CSTDA NMDS, where the week leading up to the 'snapshot' collection day is the week counted). Other collections may specify a 'usual' week or an average week calculated from a number of weeks or the entire year.  
Related metadata: relates to the data element concept Volunteer version 2

## *Administrative Attributes*

Source Document: Australian Institute of Health and Welfare 2002. Commonwealth State/Territory Disability Agreement National Minimum Data Set collection: Data guide-data items and definitions 2002-03. Canberra: AIHW.

Source Organisation: Australian Institute of Health and Welfare

---

## *Data Element Links*

*Information Model Entities linked to this Data Element*

NCSIM Agency characteristic

*Data Agreements which include this Data Element*

---