

Health report

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DHB clinical staffing numbers update

Executive summary

1. This report provides background on how medical and nursing staff numbers are reported to the Ministry of Health (the Ministry) and a summary of the 30 April 2012 results submitted by District Health Boards (DHB) (Appendices 1 and 2).

Reporting of medical and nursing FTEs

2. Reports on the increase in Medical and Nursing full-time equivalents (FTE) in DHBs use the Employed FTE methodology, which is based on the contracted hours of employees. One FTE is based on a person who works a 40 hour week (e.g. a worker contracted for 30 hours a week is 0.75 FTE). However, a person working more than 40 hours a week is only counted as one FTE (e.g. a Senior Medical Officer (SMO) contracted for 60 hours a week is 1.0 FTE, not 1.5). Table 1 below illustrates how this works:

Table One: Employed FTE counts

Contracted hours	Employed FTE count
30 hours per week	0.75 FTE
40 hours per week	1.0 FTE
60 hours per week	1.0 FTE

3. These employees are paid via a payroll system. The calculation excludes vacant positions, overtime and employees paid via accounts payable (e.g. locums). Appendix 3 provides detail of the different methodologies the Ministry has used to collect FTE information from DHBs.

Medical and Nursing personnel definitions

4. The Medical Employed FTE and Nursing Employed FTE submitted by DHBs are based on the personnel categories in the DHB/Ministry of Health Common Chart of Accounts. Medical personnel includes: SMOs, Medical Officer of Specialist Services (MOSS), General Practitioners, Registrars, House Officers & House Surgeons, and Probationers and Interns. Nursing personnel includes: Senior Nurses, Enrolled Nurses, Nurse Practitioners, Registered Nurses, Registered Midwives, Internal Bureau Nurses, and Health Assistants.
5. While Health Assistants work with patients under the supervision of nurses, they do not have the training or expertise of nurses. To ensure clarity regarding the increases in nurses employed by DHBs, the tables showing Nursing Employed FTE increases in Appendices 1 and 2 have been updated to show the Nursing Employed position excluding and including Health Assistants.

Process for data collection

6. Several datasets have been collected since February 2011 when the Employed methodology was introduced for counting DHB medical and nursing staff. The Ministry has worked with DHBs to ensure they understand how to apply the methodology and DHB Chief Executives verified the numbers before they were supplied to the Ministry. While the initial collection of Employed FTE data dating back to 30 November 2008 was done in response to specific requests, reporting of medical and nursing Employed FTE is now incorporated into DHBs' regular monthly reporting at the end of April and November each year.
7. As a test of the Employed methodology, the National Health Board (NHB) compared Hutt Valley DHB's staff list of contracted SMOs as at 30 April 2011 and 30 November 2011 against the Employed FTE numbers the DHB had supplied to the Ministry in December 2011. The total numbers of SMOs as at 30 April 2011 and 30 November 2011 were the same as the numbers reported to the Ministry.

Summary of results

8. For the period between 30 November 2008 and 30 April 2012, the increase in Medical Employed FTE was 1,077.8. Senior Medical Officers (SMO) account for the majority of the increase (43.91 percent), with Registrars the second largest proportion (32.76 percent) and House Officers accounting for 20.18 percent of the total increase. The majority of the 2,650.9 increase in Nursing Employed FTE (including Health Assistants) over the same period was in Registered Nurses (67.74 percent), with 22.50 percent of the increase in Senior Nurses.
9. Tables showing the variance in the personnel categories that make up the total Medical and Nursing FTEs between 30 November 2008 and 30 April 2012 are included as Appendix 1. Appendix 2 details each DHB's variance in Medical Employed FTE and Nursing Employed FTE (both including and excluding Health Assistants) between 30 November 2008 and 30 April 2012.

Next scheduled report

10. The Ministry has been collecting Employed FTE data as at 30 November and 30 April each year, beginning from 30 November 2008. The decision has been made to move the reporting periods to 31 March and 30 September each year to align with existing quarterly reporting processes. The next report, on the Employed FTE position as at 30 September 2012, will be provided by 31 October 2012.

END.

Appendix 1: Increase in medical and nursing personnel categories between 30 November 2008 and 30 April 2012

Medical Employed FTE

Staff type	30-Nov-08	30-Apr-12	Movement	Percentage change	Proportion of total change
SMO	2,758.5	3,231.7	473.2	17.16%	43.91%
MOSS	300.6	324.6	24.0	8.00%	2.23%
GP	16.4	26.4	10.0	60.85%	0.93%
Registrars	1,774.7	2,127.7	353.0	19.89%	32.76%
House Officers	1,079.7	1,297.2	217.5	20.14%	20.18%
Probationers & Interns	0	0	0	0.00%	0.00%
Medical Total	5,929.8	7,007.6	1,077.8	18.18%	100.00%

Nursing Employed FTE

Staff type	30-Nov-08	30-Apr-12	Movement	Percentage change	Proportion of total change
Senior nurses	2,623.6	3,220.0	596.3	22.73%	22.50%
Enrolled nurses	860.3	782.1	-78.2	-9.09%	-2.95%
Nurse Practitioners	90.2	161.8	71.7	79.46%	2.70%
Registered Nurses	13,732.3	15,528.0	1,795.6	13.08%	67.74%
Registered Midwives	801.3	919.1	117.8	14.70%	4.44%
Internal Bureau Nurses	227.6	119.5	-108.1	-47.50%	-4.08%
Nursing Total excluding Health Assistants	18,335.5	20,780.7	2,445.2	13.34%	92.24%
Health Assistants	2,395.9	2,601.6	205.7	8.58%	7.76%
Nursing Total	20,731.4	23,382.3	2,650.9	12.79%	100.00%

* The Nursing Total includes Casual/Additional shifts, provided only by Bay of Plenty, in addition to the categories listed in each of the above tables. This accounts for 0.22% of the total as at 30 April 2012.

Appendix 2: District health boards

"Employed" Position as at 30 April 2012 Medical and Nursing staff

	EMPLOYED FTEs as at 30-Nov-08			EMPLOYED FTEs as at 30-Apr-12			Variance		Percentage Variance	
	Medical	Nursing Excl HA*	Nursing Incl HA*	Medical	Nursing Excl HA*	Nursing Incl HA*	Medical	Nursing Excl HA	Medical	Nursing Excl HA
Auckland	1,061	2,531	2,781	1,286	2,810	3,088	224	279	21.14%	11.03%
Bay of Plenty	237	851	968	296	986	1,068	58	135	24.56%	15.86%
Canterbury	771	2,265	2,554	814	2,533	2,901	43	268	5.54%	11.81%
Capital & Coast	476	1,287	1,522	578	1,546	1,793	102	258	21.36%	20.04%
Counties Manukau	554	1,711	1,952	740	2,076	2,369	186	365	33.51%	21.34%
Hawke's Bay	181	628	730	205	732	834	24	104	13.08%	16.52%
Hutt Valley	179	592	665	218	614	698	39	22	21.68%	3.69%
Lakes	106	385	431	133	410	437	27	24	25.02%	6.36%
MidCentral	219	749	842	245	794	871	25	45	11.62%	6.05%
Nelson Marlborough	144	507	539	172	535	554	27	28	18.94%	5.51%
Northland	165	710	783	217	799	900	51	89	31.00%	12.53%
South Canterbury	41	219	257	58	248	291	17	29	42.08%	13.15%
Southern	418	1,255	1,377	444	1,369	1,503	27	114	6.35%	9.06%
Tairāwhiti	55	210	212	71	225	236	16	15	28.78%	7.28%
Taranaki	119	454	517	132	483	558	13	28	11.23%	6.26%
Waikato	571	1,631	1,855	633	1,943	2,223	62	312	10.90%	19.15%
Wairarapa	35	169	182	38	181	202	3	12	8.50%	6.97%
Waitemata	503	1,654	1,949	617	1,922	2,215	114	268	22.61%	16.19%
West Coast	27	233	260	39	262	288	12	29	45.30%	12.65%
Whanganui	65	294	355	72	314	355	8	20	11.64%	6.94%
DHB Total	5,930	18,335	20,731	7,008	20,781	23,382	1,078	2,445	18.18%	13.34%

Notes:

Employed staff are full time & part time employees related back to a Full Time Equivalent (FTE).
1 FTE is based on a maximum of 40 hours (additional contracted hours are capped to this level)
Example SMO contracted for 60 hrs = 1 employed FTE not 1.5 FTE.

*HA = Health Assistants. The DHB/Ministry of Health Common Chart of Accounts includes them in the Nursing category.

EMPLOYED FTEs REPORTED

As at the end of April 2012 the DHB Sector as a whole had 1078 more Medical Employed FTEs and 2445 more Nursing Employed FTEs (excluding Health Assistants) than at 30 November 2008.

Appendix 3: Options for collecting DHB staff numbers

Methodology	Start Date	Description
Accrued FTE (All staff categories)	1 July 2006	<p>Calculation of hours worked + overtime + accrued leave + time off in lieu credits + statutory holiday credits divided by 40 hour working week</p> <p>Used as part of tracking performance against financial plans</p>
Establishment FTE (Management/Admin)	1 January 2010	<p>Number of Employed FTE + vacancies + contractors + subsidiaries.</p> <p>Employed FTE counts staff up to a maximum of 1.0 FTE, based on their contracted number of hours compared to a 40 hour working week.</p> <p>For example, a person contracted for 30 hours is 0.75 FTE, and a person contracted for 40 hours or more is 1.0 FTE. Overtime is excluded from this calculation.</p> <p>Used to track level of Management/Administration staff against the 31 December 2008 caps</p>
Employed FTE (Medical and Nursing)	1 February 2011	<p>Employed FTE counts staff up to a maximum of 1.0 FTE, based on their contracted number of hours compared to a 40 hour working week.</p> <p>For example, a person contracted for 30 hours is 0.75 FTE, and a person contracted for 40 hours or more is 1.0 FTE. Part-time and casual staff paid via payroll are included. Overtime is excluded from this calculation, as are staff paid through accounts payable (e.g. locums).</p> <p>Used to provide a conservative estimate of the number of medical and nursing staff employed in DHBs compared to a start position of 30 November 2008.</p>

Conclusion:

Of the various methods trialled, the Employed methodology has been adopted for measuring the level of medical and nursing staff at DHBs as it has been assessed as an accurate and conservative count of actual staff employed.