

Collaboratively Developing a Report to Track Staff Productivity

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Introduction

In collaboration with our executive management, support staff, clinical, fiscal and human resource departments, North Range created a Productivity Report in Tableau that provides monthly and review-year-end statistics for staff.

This has shed light on many factors that contribute to success for both our staff and our agency.

Previous Approaches

Time is not enough, it does not tell the whole story.

RVUs and Counts of Services do not account well for all clinicians in all programs. We wanted:



To include additional factors like time off or contracted work that isn't billed to a payor (such as school-based consultation time or court preparation).



A measure that managed time and money and was perceived as fair and transparent to the staff while protecting the organization.



A more collaborative approach that included input from multiple perspectives across the agency.

Percent of Current Appraisal Year Elapsed



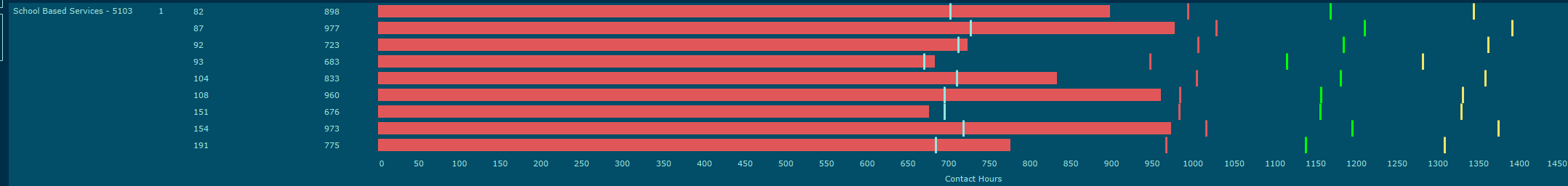
Appraisal Year
 (All) ▾

Staff Program
 School Based Services - 5103 ▾

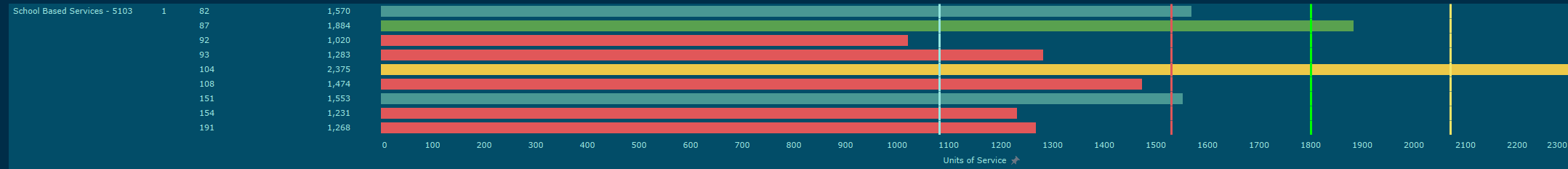
Provider
 (Multiple values) ▾

Active/Inactive Staff
 ACTIVE ▾

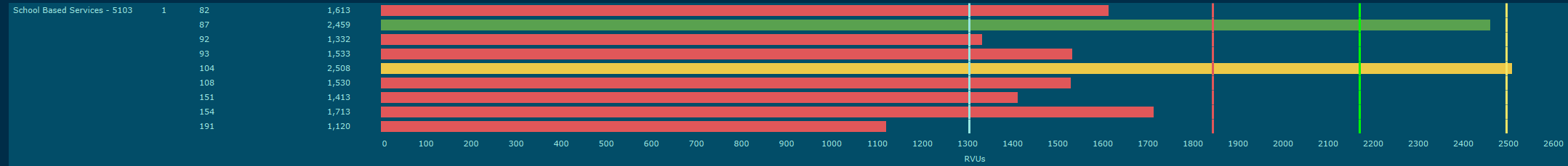
Contact Hours



Units of Service



RVUs



Met Goal?

- UNDER MINIMUM
- ABOVE MINIMUM
- MET GOAL
- EXCEEDED

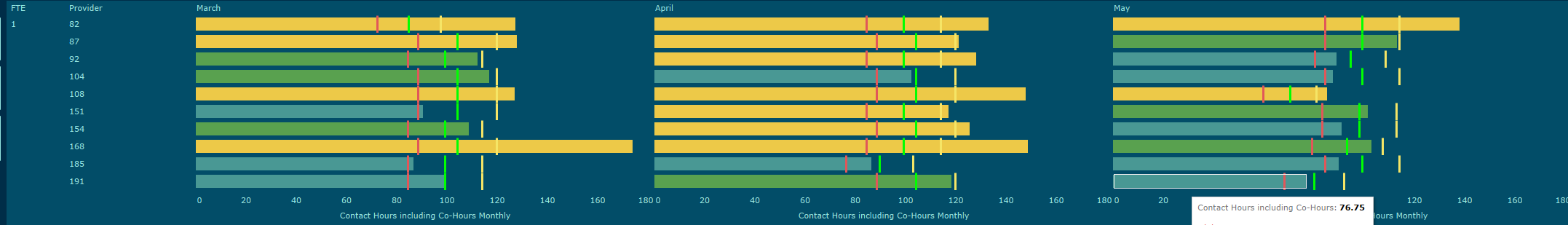
Contact Hours

[Minimum] [Goal] [Exceeds]

Appraisal Year
(All)

Provider
(Multiple values)

Month
(Multiple values)



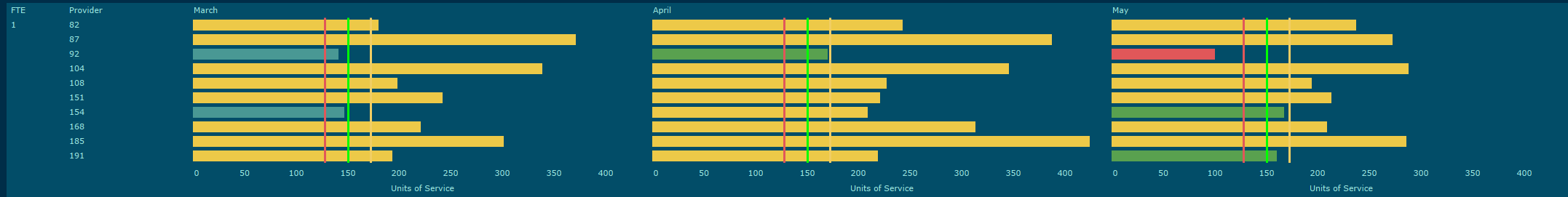
Contact Hours including Co-Hours: **76.75** hours Monthly

Minimum: 68.00
Goal: 80.00
Exceeds: 92.00

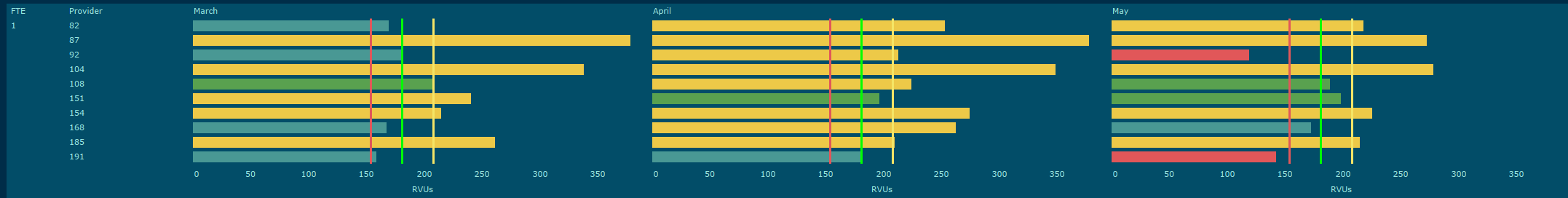
Units of Service

Select 1 or more Months to compare, recommend no more than 3-4 months for best view.

Select 1 or more Staff to compare, recommend no more than 7-8 staff for best view.



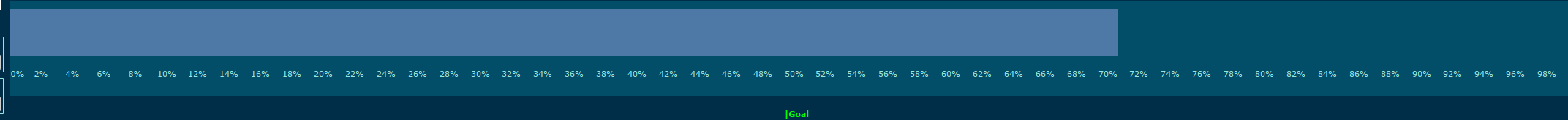
RVUs



Made Monthly Unit Goal?

- UNDER MINIMUM
- ABOVE MINIMUM
- MET GOAL
- EXCEEDED

Percent of Current Appraisal Year Elapsed



Appraisal Year
(All)

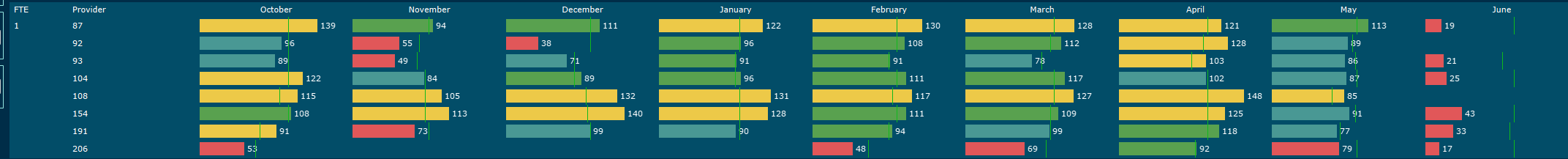
Staff Program
School Based Services - 5103

Provider
(Multiple values)

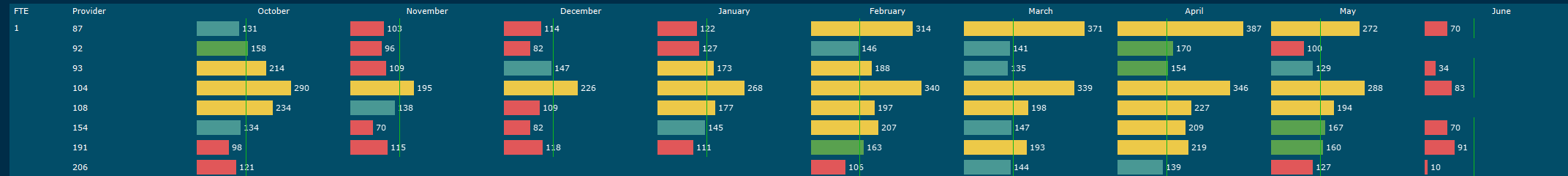
Active/Inactive Staff
ACTIVE

Month
(All)

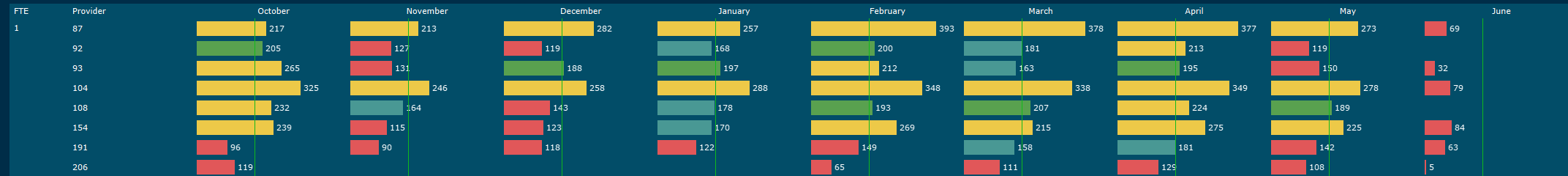
Contact Hours Monthly



Units of Service



RVUs



Met Monthly Goal?

- UNDER MINIMUM
- ABOVE MINIMUM
- MET GOAL
- EXCEEDED

Meets/Exceeds Annual Calculator

Staff Program
 School Based Services - 5103

Provider
 (Multiple values)

Month
 (All)

Staff Program	FTE	Provider	M/E Contact Hours	M/E Units	M/E RVUs	M/E Calcula..
School Based Services - 5103	1	87	0	1	1	2
		92	0	0	0	1
		93	0	0	0	1
		104	0	2	2	3
		108	0	0	0	1
		154	0	0	0	1
		191	0	0	0	1
		206	0	0	0	1

Meets/Exceeds Monthly

Staff Program	FTE	Provider	Month of Date Of Service	M/E Contact Hours Monthly	M/E Units Monthly	M/E RVUs Monthly
School Based Services - 5103	1	87	October 2020	2	0.1	2
			November 2020	1	0	2
			December 2020	1	0	2
			January 2021	2	0	2
			February 2021	2	2	2
			March 2021	2	2	2
			April 2021	2	2	2
			May 2021	1	2	2
			June 2021	0	0	0
		92	October 2020	0.1	1	1
			November 2020	0	0	0
			December 2020	0	0	0
			January 2021	1	0	0.1
			February 2021	1	0.1	1
			March 2021	1	0.1	0.1
			April 2021	2	1	2
			May 2021	0.1	0	0
		93	October 2020	0.1	2	2
			November 2020	0	0	0
			December 2020	0.1	0.1	1
			January 2021	1	2	1
			February 2021	1	2	2
			March 2021	0.1	0.1	0.1
			April 2021	2	1	1
			May 2021	0.1	0.1	0
			June 2021	0	0	0
		104	October 2020	2	2	2
			November 2020	0.1	2	2
			December 2020	1	2	2
			January 2021	1	2	2
			February 2021	1	2	2
			March 2021	1	2	2
			April 2021	0.1	2	2
			May 2021	0.1	2	2
			June 2021	0	0	0
		108	October 2020	2	2	2
			November 2020	2	0.1	0.1
			December 2020	2	0	0
			January 2021	2	2	0.1
			February 2021	2	2	1
			March 2021	2	2	1
			April 2021	2	2	2
			May 2021	2	2	1
		154	October 2020	1	0.1	2
			November 2020	2	0	0
			December 2020	2	0	0
			January 2021	2	0.1	0.1
			February 2021	1	2	2
			March 2021	1	0.1	2

Appraisal Year
 (All)

Provider
 (Multiple values)

Month
 (All)

Provider	Date Of Service	Start	Time	Form	Location	Service Code	Service	Time	Units of Service	RVUs (units*weight)	
82	10/1/2020	08:00 AM		Presentation Education for Community	School	ZZ7010	MH Consultation and Education	180	2	0	
		10:15 AM		Progress Note	School	H0004MHH	MH Ind Therapy 15 Min MA or above	45	3	2.97	
		11:00 AM		Level II Clinical Assessment	School	907912	MH Assess Level II not BA	135	1	4.03	
		11:15 AM		Ancillary Services Note	School	H0031L2	MH Assessment Non-Physician	90	1	3.13	
	10/2/2020			Edit Service Information	Telehealth	H0004MHH	MH Ind Therapy 15 Min MA or above	45	3	2.97	
		02:00 PM		Progress Note	Telehealth	H0004MHH	MH Ind Therapy 15 Min MA or above	50	3	2.97	
		12:00 PM		Progress Note	Telehealth	H0004MHH	MH Ind Therapy 15 Min MA or above	50	3	2.97	
		01:00 PM		Edit Service Information	Telehealth	90834	MH Ind Therapy 45 (38-52) minutes	40	1	2.62	
	10/4/2020	02:00 PM		Presentation Education for Community	School	ZZ7010	MH Consultation and Education	60	1	0	
		04:00 PM		Ancillary Services Note	School	T1017	MH Targeted Case management	12	1	0.65	
		08:00 PM		Ancillary Services Note	School	ZZ7010	MH Consultation and Education	3	1	0	
		10/5/2020	08:00 AM		Presentation Education for Community	School	ZZ7010	MH Consultation and Education	60	1	0
	10/6/2020								90	1	0
									10	1	0.65
									50	3	2.97
									60	1	0
									40	1	3.13
									45	3	2.97
									12	1	0.65
									45	1	0
								135	1	4.03	
								50	3	2.97	
								45	1	0	
								135	1	4.03	
10/7/2020	09:00 AM		Progress Note	School	H0004MHH	MH Ind Therapy 15 Min MA or above	50	3	2.97		
	10:15 AM		Ancillary Services Note	School	H0031L2	MH Assessment Non-Physician	45	1	3.13		
	11:00 AM		Level II Clinical Assessment	School	907912	MH Assess Level II not BA	135	1	4.03		
	02:00 PM		Progress Note	School	H0004MHH	MH Ind Therapy 15 Min MA or above	50	3	2.97		
10/8/2020	08:00 AM		Presentation Education for Community	School	ZZ7010	MH Consultation and Education	220	1	0		
	11:00 AM		Edit Service Information	Telehealth	H0031L2	MH Assessment Non-Physician	60	1	3.13		
	02:00 PM		Progress Note	Telehealth	H0004MHH	MH Ind Therapy 15 Min MA or above	50	3	2.97		
	04:00 PM		Level II Clinical Assessment	School	907912	MH Assess Level II not BA	135	1	4.03		
10/9/2020	08:00 AM		Presentation Education for Community	School	ZZ7010	MH Consultation and Education	120	1	0		
	11:00 AM		Edit Service Information	Telehealth	907912	MH Assess Level II not BA	135	1	4.03		
	12:00 PM		Progress Note	Telehealth	H0004MHH	MH Ind Therapy 15 Min MA or above	50	3	2.97		
	02:00 PM		Presentation Education for Community	School	ZZ7010	MH Consultation and Education	65	1	0		
10/12/2020	03:00 PM		Ancillary Services Note	School	ZZ7010	MH Consultation and Education	5	1	0		
			Edit Service Information	Telehealth	H0031L2	MH Assessment Non-Physician	40	1	3.13		
	11:00 AM		Presentation Education for Community	School	ZZ7010	MH Consultation and Education	60	1	0		
	01:00 PM		Edit Service Information	Telehealth	90837	MH Ind Therapy 60 (over 52) minutes	55	1	3.92		
10/13/2020	03:00 PM		Ancillary Services Note	School	T1017	MH Targeted Case management	15	1	0.65		
	04:00 PM		Ancillary Services Note	School	T1017	MH Targeted Case management	30	2	1.3		
	08:00 AM		Presentation Education for Community	School	ZZ7010	MH Consultation and Education	180	1	0		
	10:15 AM		Progress Note	School	H0004MHH	MH Ind Therapy 15 Min MA or above	50	3	2.97		
10/14/2020	11:15 AM		Ancillary Services Note	School	H0031L2	MH Assessment Non-Physician	120	1	3.13		
	01:00 PM		Progress Note	School	H0004MHH	MH Ind Therapy 15 Min MA or above	50	3	2.97		
	02:00 PM		Progress Note	School	H0004MHH	MH Ind Therapy 15 Min MA or above	50	3	2.97		
	06:00 PM		Progress Note	School	90847	MH Family Therapy w/patient	65	1	2.97		
	08:30 AM		Ancillary Services Note	School	T1017	MH Targeted Case management	30	2	1.3		
	11:00 AM		Presentation Education for Community	School	ZZ7010	MH Consultation and Education	30	1	0		
	01:00 PM		Presentation Education for Community	School	ZZ7010	MH Consultation and Education	30	1	0		
	01:30 PM		Ancillary Services Note	School	H0031L2	MH Assessment Non-Physician	75	1	3.13		
10/15/2020	02:10 PM		Progress Note	School	H0004MHH	MH Ind Therapy 15 Min MA or above	50	3	2.97		
	08:00 AM		Presentation Education for Community	School	ZZ7010	MH Consultation and Education	75	1	0		
	09:00 AM		Ancillary Services Note	School	H0031L2	MH Assessment Non-Physician	50	1	3.13		
	10:00 AM		Progress Note	School	H0004MHH	MH Ind Therapy 15 Min MA or above	50	3	2.97		
10/20/2020	12:00 PM		Ancillary Services Note	School	T1017	MH Targeted Case management	8	1	0.65		
	01:00 PM		Level II Clinical Assessment	School	907912	MH Assess Level II not BA	135	1	4.03		
			Progress Note	School	H0004MHH	MH Ind Therapy 15 Min MA or above	50	3	2.97		
	02:00 PM		Progress Note	Telehealth	90837	MH Ind Therapy 60 (over 52) minutes	60	1	3.92		
	03:00 PM		Progress Note	Telehealth	H0004MHH	MH Ind Therapy 15 Min MA or above	50	3	2.97		
	09:30 AM		Ancillary Services Note	School	T1017	MH Targeted Case management	30	2	1.3		
	10:00 AM		Presentation Education for Community	School	ZZ7010	MH Consultation and Education	140	1	0		
	12:00 PM		Ancillary Services Note	School	H0031L2	MH Assessment Non-Physician	15	1	3.13		
	01:30 PM		Ancillary Services Note	School	T1017	MH Targeted Case management	8	1	0.65		
	03:15 PM		Progress Note	Telehealth	H0004MHH	MH Ind Therapy 15 Min MA or above	35	2	1.98		

This Dashboard provides an easier way to verify exactly which services are being counted in Productivity and how much each service contributes to the three measures. Staff can compare this list to their schedules to confirm accuracy.

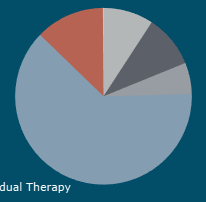
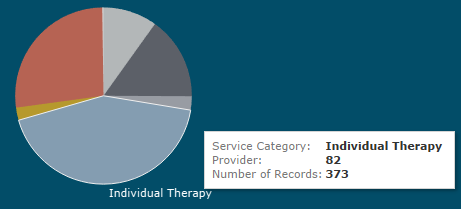
Appraisal Year

Month

Staff Program

Provider

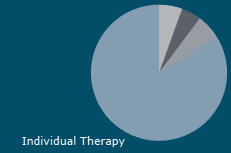
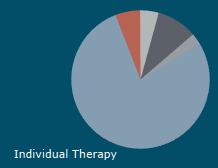
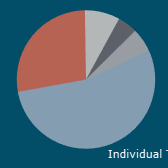
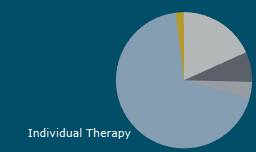
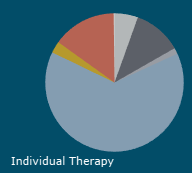
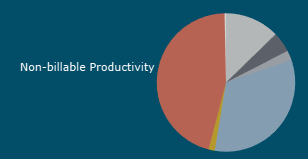
This Dashboard can help understand how different types of services contribute to Contact Hours, Units of Service and RVUs.
 Best viewed with only 1-2 staff selected.



Contact Hours

Units of Service

RVUs



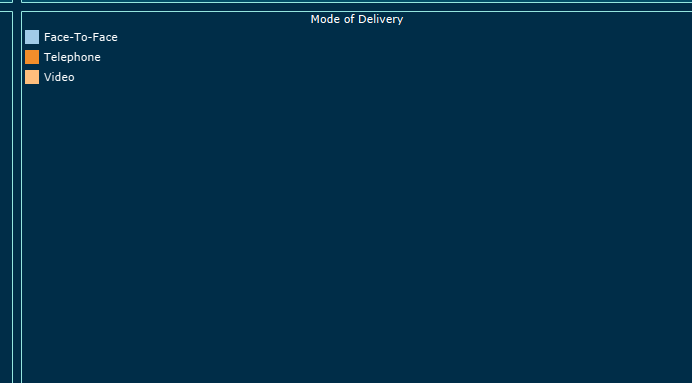
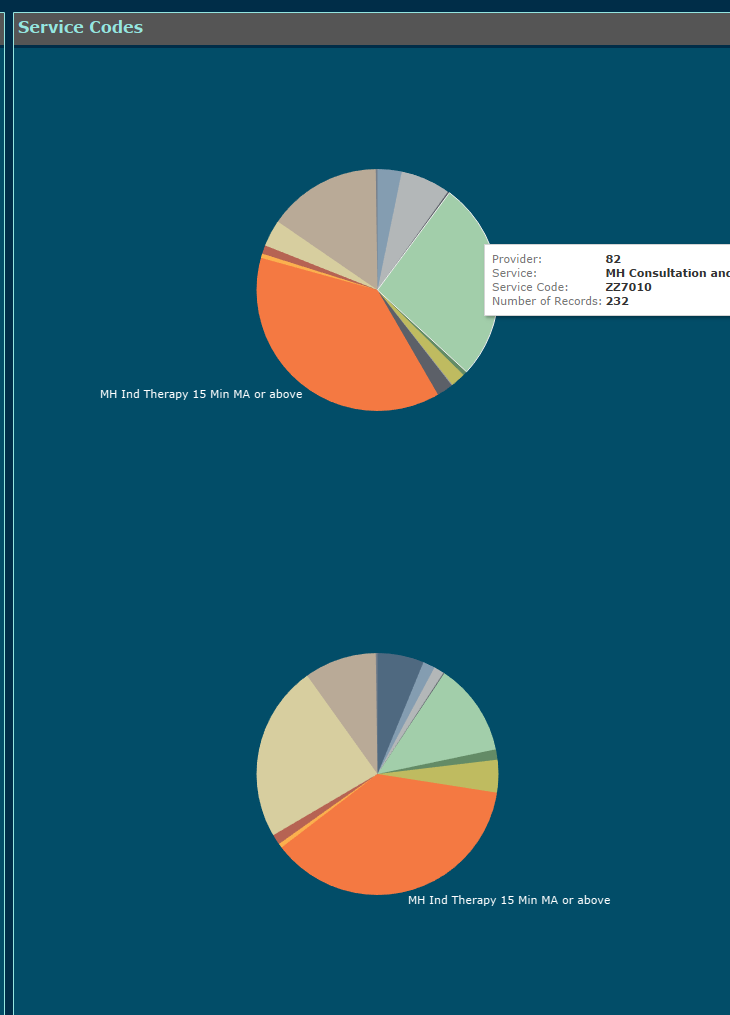
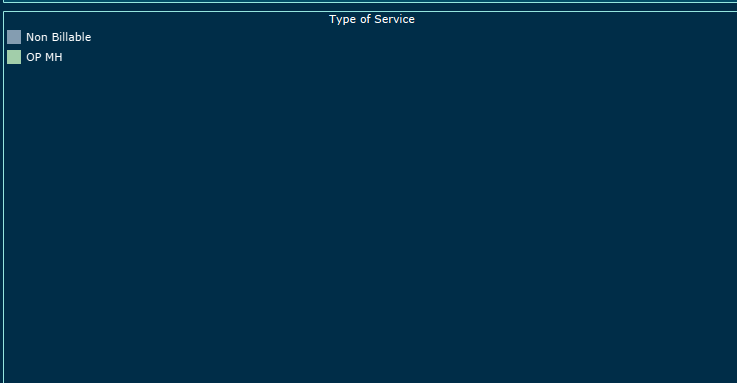
- Service Category
- Assessment
 - Case Mgmt and Coordination
 - Family
 - Individual Therapy
 - Individual-Other
 - Non-billable Productivity
 - Peer Support Recovery

Appraisal Year
(All)

Month
(All)

Staff Program
School Based Services - 5103

Provider
(Multiple values)



Report Definition

This report takes service data from Avatar and combines it with HR related staff data(FTE, PTO Time)

Three different measures are focused on: Contact Time, Units of Service and RVUs.

Contact Time includes all direct client time, additional note completion time for groups with more than 3 clients attending, co-practitioner time and time from some non-billable services like Court Preparation.

Units of Service are calculated on a Service Code basis, codes can be billed at 15, 30, 60 minutes etc. For example, 1 hour of case management, billed at 15 minutes per unit equals 4 Units of Service.

RVUs service codes have an assigned RVU weight, RVU value is that RVU weight x(#of units).

Goals

Goals have three levels, a **minimum**, a **meets** and **exceeded** and are based on FTE.

Contact Hours= ((2080*FTE)-PTO Hours)*.60 or 60% of your work time.

Units of Service=1800*FTE

RVU goal defined by Jobcode*FTE

Meets/Exceeds Calculations

0 - Did not Meet

0.1- Above Minimum

1 - Met Goal

2 - Exceeded Goal

Goals	Time	Units	RVUs	
Minimum		51%	1530	85%
Meets		60%	1800	100%
Exceeds		69%	2070	115%

Titles Excluded from Productivity

Behavioral Health Worker I

Behavioral Health Worker II

Behavioral Health Worker III

Behavioral Health Supervisor III, IV, VI

Nurse Practitioner - MEDICAL

Coordinator - Crisis

Project Coordinator

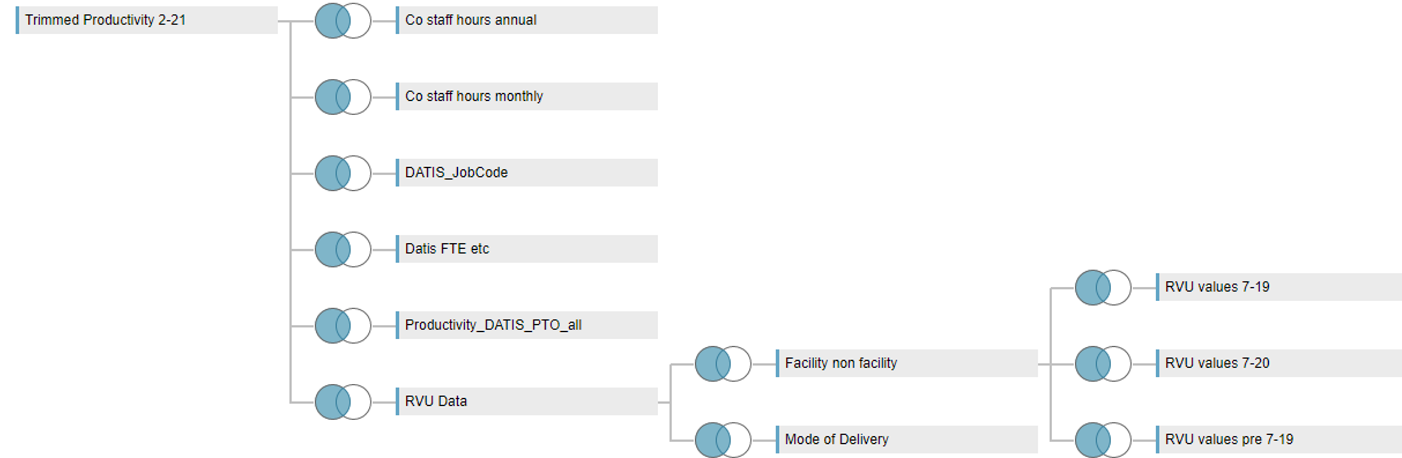
Program Directors

Program Managers

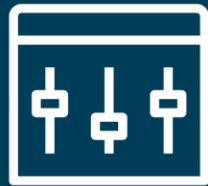
Administrative Directors

NRBH_Reporting

Migrated Data is made of 12 tables. ⓘ



Next Steps



Ramping

Adjusting for new employees in their starting months.



Versatility

Increased ability to adjust for Program/Team/Position/Location /FTE shifts through the year without hardcoding values.



Interactivity

Including staff-enterable parameters for special situations.



Intelligence

Include predictive analytics and suggestions for ways staff can improve scores.



Discussion

Questions?

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