

ASC STAFF UTILIZATION STUDY

NOTES AND DEFINITIONS

- **Productive Hours:** Hours that staff are actively caring for patients. Working hours less non-working hours (breaks and lunch, or unexpected down time - case runs over, patient transfer, equipment down, power/EHR outage, etc.)
- ***Benchmarks** provided are averages for the “ASC Environment”. If your ASC has longer, more complex cases, if you are exceedingly high or low volume, you should refer to your specific specialty KPIs. Acuity level and specialty/procedure specific considerations. Benchmarks are general “ASC” averages from various sources.
- **Ratios:** In general, how many of each staff member are present for total patients at any given time through the course of a surgery day. For example, a 5:1 patient-to-nurse ratio means 1 nurse is taking care of 5 patients and a 2:1 ratio means 1 nurse is caring for 2 patients.

GROUP STUDY TIMELINE AND INSTRUCTIONS

- **September 29:** Survey launch announced
- **October 1:** Start collecting data and track daily in provided Excel Worksheet
- **November 1:** Review month end data and input into Monthly Tracking tab
- **November 1-7:** Submit data via provided survey link <https://bit.ly/ASC-Staff-Utilization>

VMG HEALTH WILL

- Compile and publish group data with industry Benchmarks
- Offer recommended action items for the top 3 metrics people are struggling with
- Publish sample completed study narrative

METRIC	CALCULATION		MY ASC
Staff Utilization Rate (%)	$(\text{Productive Hours} \div \text{Paid Hours}) \times 100$	75 – 85%	
Overtime %	$(\text{Overtime Hours} \div \text{Total Worked Hours}) \times 100$	Less than 2 – 3%	
Staff Cost per Case	$\text{Total Labor Cost} \div \text{Total Surgical Cases}$	\$350 – \$550 per case*	
Labor Cost as a Percentage of Net Revenue	$(\text{Total Labor Cost} \div \text{Net Revenue}) \times 100$	20 – 30%	
Cases per FTE	$\text{Total Number of Cases} \div \text{Total FTE}$	450 – 600 per FTE/year*	
Employee Turnover Rate	$(\text{Number of Departures} \div \text{Average Number of Employees}) \times 100$	Less than 20% annually	
Preop Patient-to-Staff Ratio	$\text{Total Patients in Preop} \div \text{Number of Clinical Staff}$	2:1 or 3:1*	
PACU Patient-to-Staff Ratio	$\text{Total Patients in PACU} \div \text{Number of Clinical Staff}$	3:1 to 5:1*	
OR Patient-to-Staff Ratio	$\text{Total Patients in OR} \div \text{Number of Clinical Staff}$	1:1 or 1:2*	
Patient-to-RN Ratio	$\text{Total Patients} \div \text{Number of RNs}$	1:2 to 1:3*	
Patient-to-Business Office Staff Ratio	$\text{Total Patients} \div \text{Number of Business Office Staff}$	15:1 to 30:1*	