

The Productivity for Demand and Outcomes-driven Acuity Report compares actual scheduled hours to a calculated target for direct caregivers. Target hours are based on unit census, ADT, Acuity, and Patient Events. The report allows managers to see utilization data, available on the Patient Assign screens for multiple units.

### Running the Productivity for Demand and Outcomes-driven Acuity Report

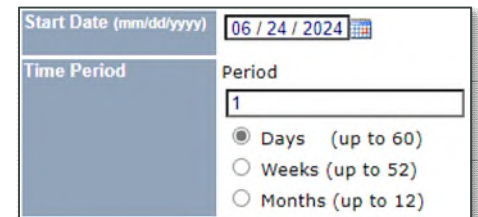
➤ In Clairvia Web, hover over **Reports** in the upper toolbar, then hover over **Management**, select **Productivity for Demand and Outcomes-driven Acuity**.

**STEP 1:** Choose which profile(s)/unit to include in the report.

- Hold **CTRL + left** mouse click to select multiple profiles.

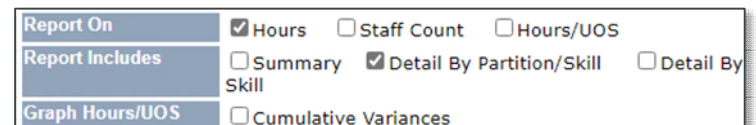
**STEP 2:** Select the desired **Start Date**.

**STEP 3:** Enter a number for the report **Time Period**, then select Days, Weeks, or Months.



**STEP 4:** Select **Report On:** Hours, Staff Count, and/or Hours/UOS

- Staff Count = FTE
- Hours/UOS = HPPD



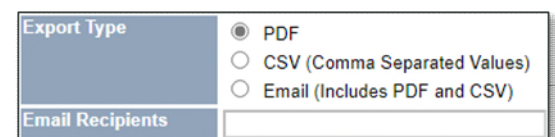
**STEP 5:** Select **Report Includes:** Summary, Detail By Partition/Skill, and/or Detail By Skill.

- These are 3 separate reports:
  - **Summary Report:** Totals for the selected date range for each profile.
  - **Detail By Partition/Skill:** Totals by shift and skill for the selected date range for each profile.
  - **Detail By Skill:** Totals by skill for the selected date range for each profile.

**STEP 6:** Select **Graph Hours/UOS** to include a Cumulative Variance graph; however, the report can graph only one profile at a time. If you use this report for multiple profiles, the report will graph only the first profile.

**STEP 7:** Select **Export Type:**

- PDF
- CSV (Comma Separated Values) – see [instructions here](#) for downloading a report.



- **Email (includes PDF and CSV)** – enter individual email recipients separated by a semicolon, the report will be emailed and can be opened in Excel.

**STEP 8:** Click **Run Report**.

## Interpreting the Productivity for Demand and Outcomes-driven Acuity Report

Each report can be run for past, present, or future dates and includes Cumulative Volume, Average Acuity, Productive Hours, Target Hours, Variance, and Utilization for the selected date range for each profile included in the selection criteria.

### Sample Report

Productivity for Demand and Outcomes-driven Acuity Report: 06/24/2024 - 06/24/2024										
Productivity Hours with Detail by Partition and Skill for [Unit Name]										
	Census	Average Acuity	Prod. Hours	Target Hours	Var Prod-Target Hours	Util T/P	Other Hours	Float Hours	Agency Hours	Trav/Contract Hours
[Unit Name]	30.50 CUM									
0700-1900	31.00 AVG									
CNA/NT			36.00	46.41	-10.41	128.93%	0.00	0.00	0.00	0.00
RN			96.00	82.82	13.18	86.27%	0.00	12.00	0.00	12.00
<b>Subtotal</b>	<b>31.00 CUM</b>	<b>4.96</b>	<b>132.00</b>	<b>129.23</b>	<b>2.77</b>	<b>97.90%</b>	<b>0.00</b>	<b>12.00</b>	<b>0.00</b>	<b>12.00</b>
1900-0700	30.00 AVG									
CNA/NT			36.00	36.26	-0.26	100.72%	0.00	0.00	0.00	24.00
RN			84.00	73.41	10.59	87.39%	0.00	0.00	0.00	48.00
<b>Subtotal</b>	<b>30.00 CUM</b>	<b>5.19</b>	<b>120.00</b>	<b>109.67</b>	<b>10.33</b>	<b>91.39%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>72.00</b>
<b>Total</b>	<b>30.50 Daily AVG</b>	<b>5.07</b>	<b>252.00</b>	<b>238.90</b>	<b>13.10</b>	<b>94.80%</b>	<b>0.00</b>	<b>12.00</b>	<b>0.00</b>	<b>84.00</b>

#### ➤ **Census:**

- **Cumulative (CUM)** census is listed to the right of the unit's name. This is the average daily census multiplied by number of day(s) in the report interval.
- **Average (AVG)** census is listed to the right of each shift. This is the average census at the start of each shift for the days in report interval.
- **Daily Average (AVG)** is listed to the right of Total. This is the average daily census for the report interval.

➤ **Average Acuity:** Displays the average Acuity for patients by shift and average for the day(s) in the report interval.

➤ **Prod. Hours:** Productive Direct hours. Scheduled time for staff that are in roles where staffing varies with patient census. (RN, CNA)

➤ **Target Hours:** Estimated target for productive hours calculated using unit demand and acuity.

- Calculated differently depending on the date range selected for the report.
  - **For dates in the past:** Target hours are calculated using actual unit Census, ADT, Acuity, and Patient Events.

- **For present and dates up to 36 hours in the future**, Target hours are calculated using **actual unit Census, ADT, Acuity, and Patient Events and projected discharges**. This does not include anticipated arrivals on the unit.
- **For dates more than 36 hours in the future**, Target hours are calculated using the **6-week historical average Census, ADT, and Acuity** for the unit.

➤ **Var Prod-Target Hours:** Displays the calculation of Productive hours minus Target hours.

- **bold red type:** more productive hours than target hours
- *blue italic type:* less productive hours than target hours

➤ **Util T/P:** Displays a percentage representing staffing utilization. Target Hours divided by Productive Hours.

- <85%: High Cost, overstaffed.
- 85%-95%: Needs Review, potentially more staff than demand justifies.
- 95%-105%: Acceptable
- >105%: Caution, potentially understaffed for unit demand.

**NOTE:** If run for a single day, the Util T/P value will match the Utilization table available on the Patient Assign screens.

Utilization	Total	CNA/NT	RN	LPN
Demand Hours	129.23	46.41	82.82	0.00
Available Hours	132.00	36.01	96.00	0.00
Utilization %	97.90	128.90	86.27	.
Skill/Patient Ratio	1:2.62	1:8.50	1:3.78	1:0.00

➤ **Other Hours:** Displays the Target Hours associated with Patient Events in the report interval.

➤ **Float Hours:** Displays the productive hours provided by employees who do not have a primary or secondary job in the reported profile during the report interval.

➤ **Agency Hours:** Displays productive hours provided by Agency staff in the report interval.

➤ **Trav/Contract Hours:** Displays productive hours provided by Traveler/Contract staff in the report interval.