

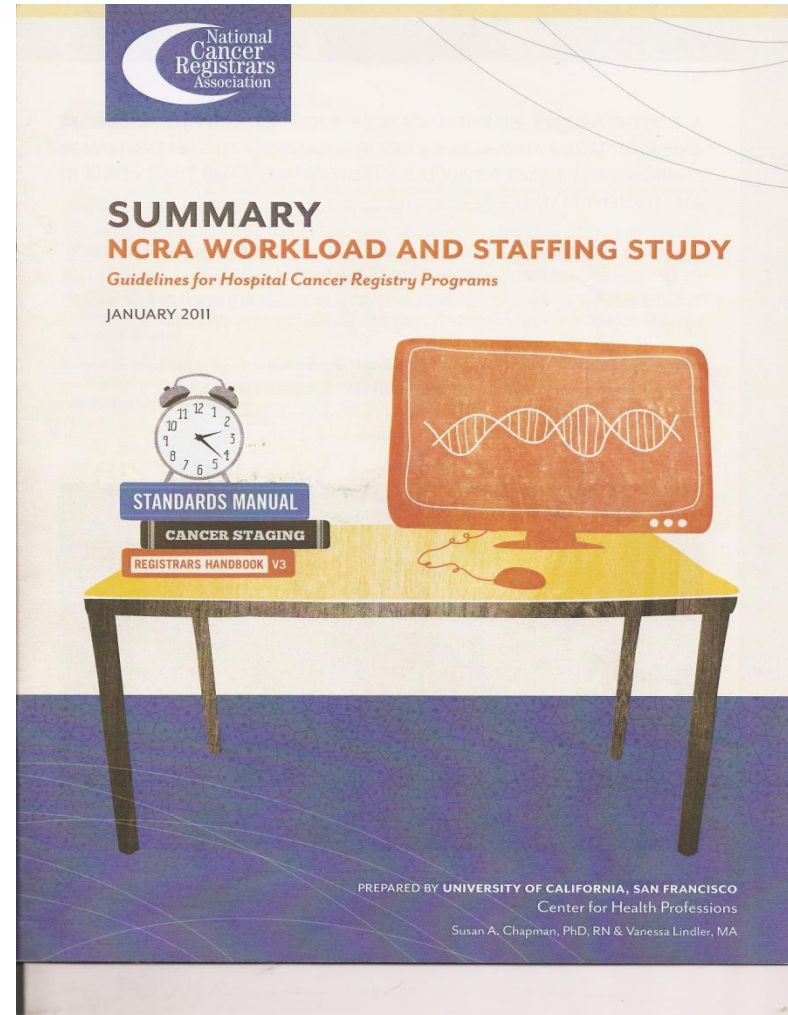
Results of the NCRA Hospital Workload Study

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Workload Study Brochure



User-Friendly

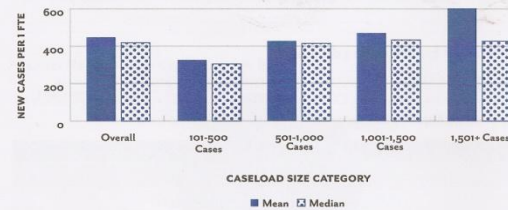
What is current Cancer Registry staffing?

Number of FTEs



What did we find about Cancer Registry caseload?

Mean and Median Annual Cases per One FTE by Caseload Size



- The overall mean number of cases per FTE was 475; the median was 434 cases.
- The data for Registries with 1,500 or more cases reflect a mean that is much higher than the median due to several very large Registries skewing the mean upward.
- At Registries with 500 or more cases, the median caseload per FTE was similar across the size categories, suggesting that there are limited gains in efficiency with a greater number of cases.



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- National Cancer Registrars Association
- American College of Surgeons, Commission on Cancer
- American Joint Committee on Cancer



NCRA Project Task Force:

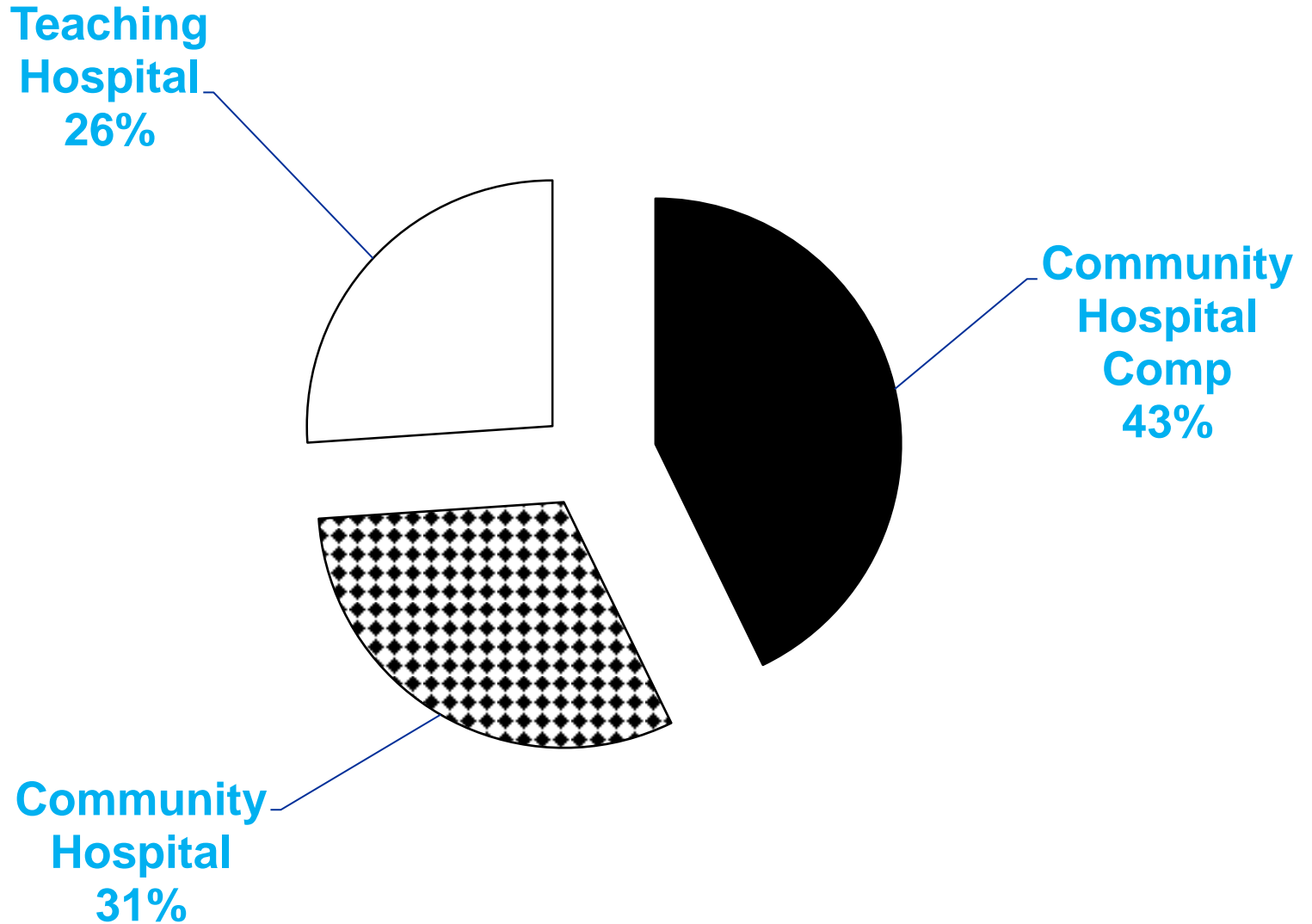
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Methods

- **CoC accredited Hospitals only (N = 1240)**
- **53% Response Rate (N = 662)**
- **Web-Based**
- **2004, 2005, 2006 Data**
- **\geq 200 Annual Cases**



CoC Cancer Registry Type



Purpose

- **Provide** Cancer Registries with staffing guidelines
- **Provide** Cancer Registries with national staffing data to benchmark with their own registry



Variables Studied

Basic: FTE count, caseload, program type, automation, reporting, software

Hospitals **recorded** and **reported** current workload hours by activity:

Casefinding, Abstracting, Follow-Up, QA Activities (Editing/Audits), Other (Research, Cancer Committees, Training, etc)



Respondents: Hospital Bed Size

Bed Size	Percent of Programs
Less than 200 beds	25.0 %
200-299 beds	24.5
300-399 beds	15.3
400-499 beds	12.3
500+ beds	23.0
Overall Mean Bed Size	373 beds
Overall Median Bed Size	300 beds

Respondents: Caseload Size

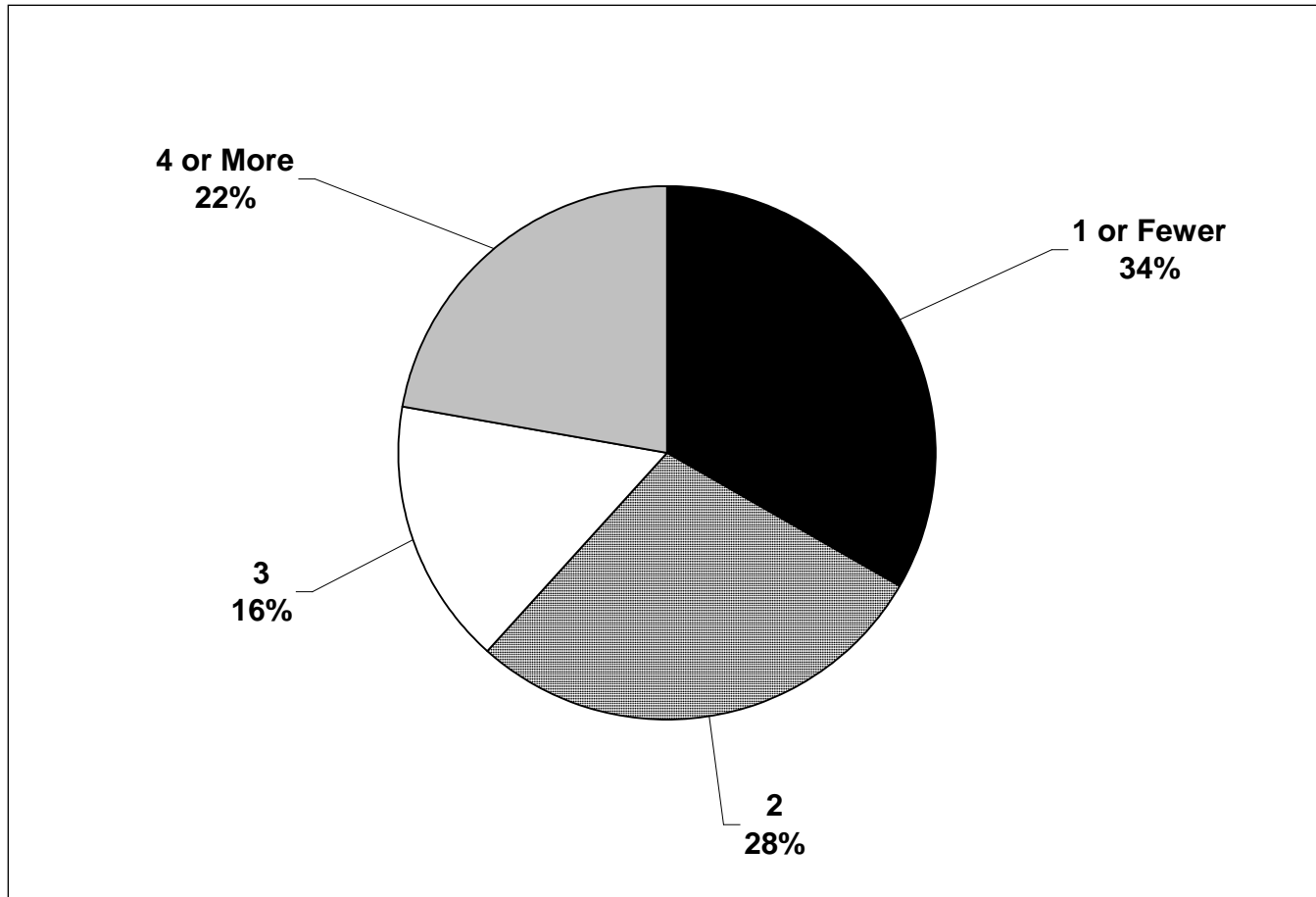
Caselaod Size	Percent of Programs	
100-500	22	
501-1000	33	
1001-1500	18	
1501 +	27	
Overall Mean/Median Caseload Size	1313 cases	900 cases

Cautions - Analysis

- Guidelines, not standards
- Tyranny of averages



FTEs Including Contract Staff



Over 60% of registries operate with 2 or fewer FTEs

FTE for Casefinding Activities per Registry

Registry Size	Mean	Median	Standard Dev (SD)	Range (1 SD)
101-500	0.2	0.1	0.2	0.0-0.4
501-1000	0.3	0.2	0.2	0.1-0.5
1001-1500	0.5	0.4	0.4	0.1-0.9
1501-2000	0.4	0.3	0.2	0.2-0.6
2001-2500	0.6	0.5	0.5	0.1-1.1
2501-3000	0.7	0.6	0.5	0.4-1.2
3001-3500	0.6	0.5	0.6	0.0-1.3

FTE for Abstracting Activities per Registry

Registry Size* (Number of new cases)	Mean	Median	Standard Dev (SD)	Range (1 SD)
101-500	0.5	0.5	0.2	0.3-0.8
501-1000	0.8	0.8	0.2	0.6-1.1
1001-1500	1.5	1.3	0.4	1.1-1.9
1501-2000	1.6	1.6	0.8	0.8-2.4
2001-2500	1.9	2.0	0.8	1.1-2.7
2501-3000	2.4	2.3	0.9	1.5-3.3
3001-3500	3.5	3.3	1.6	1.8-5.1

Average Abstracting Responses

- 109 minutes per abstract
- 3.8 cases per day
- Note: assumes 35 hours per week.



FTE for Follow Up Activities per Registry*

Registry Size	Mean	Median	Standard Dev (SD)	Range (1 SD)
101-500	0.2	0.2	0.2	0.1-0.4
501-1000	0.4	0.3	0.3	0.0-0.7
1001-1500	0.6	0.6	0.5	0.2-1.1
1501-2000	0.7	0.6	0.5	0.2-1.1
2001-2500	1.0	0.8	0.7	0.3-1.2
2501-3000	1.2	1.1	0.6	0.6-1.8
3001-3500	1.5	1.6	0.9	0.6-2.4

FTE for Quality Assurance per Registry*

Registry Size	Mean	Median	Standard Dev (SD)	Range (1 SD)
101-500	0.3	0.2	0.3	0.0-0.6
501-1000	0.3	0.2	0.4	0.0-0.7
1001-1500	0.3	0.2	0.4	0.0-0.7
1501-2000	0.4	0.3	0.3	0.1-0.7
2001-2500	0.5	0.4	0.7	0.0-1.2
2501-3000	0.9	0.6	0.9	0.1-1.8
3001-3500	0.8	0.8	0.5	0.3-1.3

QA activities include visual edits, consolidating records, casefinding audits, re-abstracting audits, developing analytic files, data analysis, reporting

FTE for Cancer Committee, Research, and Other Activities per Registry*

Registry Size	Mean	Median	Standard Dev	Range (1 SD)
101-500	0.3	0.3	0.2	0.1-0.5
501-1000	0.4	0.4	0.3	0.1-0.7
1001-1500	0.5	0.3	0.4	0.0-0.9
1501-2000	0.5	0.4	0.4	0.1-0.9
2001-2500	0.6	0.6	0.4	0.2-1.0
2501-3000	1.0	1.1	0.7	0.3-1.7
3001-3500	0.7	0.6	0.5	0.2-1.2

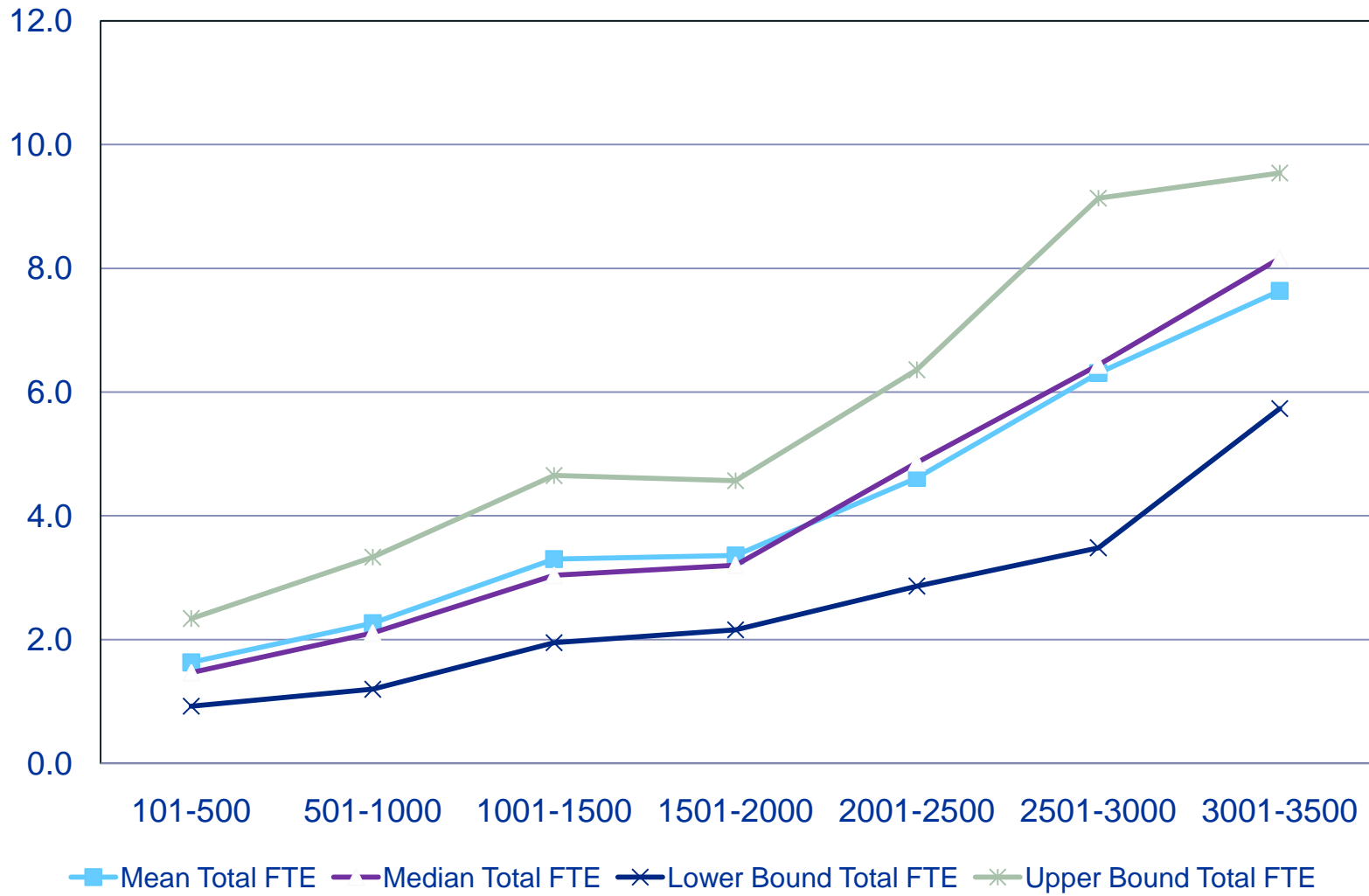
Activities include cancer committee, cancer conference, staff meetings, research, community volunteering, database management, training & development, COC survey activities

Total Calculated FTE for All Cancer Registration Activities by Caseload

Registry Size	Mean	Median	Standard Dev	Range (1 SD)
101-500	1.6	1.5	0.7	0.9-2.3
501-1000	2.3	2.1	1.1	1.2-3.3
1001-1500	3.3	3.0	1.4	1.9-4.7
1501-2000	3.4	3.2	1.2	2.2-4.6
2001-2500	4.6	4.9	1.7	2.9-6.4
2501-3000	6.3	6.4	2.8	3.5-9.1
3001-3500	7.6	8.2	1.9	5.7-9.5

The calculated Total FTE ranges from about 1 to nearly 10 FTE depending on the number of cases.

Total Average Calculated FTE per Caseload



Highlights

- Median cases/bed = 3.0
- Mean: new cases in 2007 = 1,313 (median=900)
- Mean: follow up cases = 8,003 (median=5,394)
- Ratio/Median: Follow-up/New cases = 6.0
- Mean New Cases/FTE: ???/FTE (median=434)

Using These Findings to Estimate Staffing



And maybe improve retention and job satisfaction



FTEs required for Caseload = 501-1000

Task	Mean	Range
Casefinding	0.3	0.1-0.4
Abstracting	0.8	0.6-1.1
Follow-Up	0.4	0.1-0.7
QA	0.3	0.1-0.7
Other	<u>0.4</u>	<u>0.1-0.7</u>
Total	2.2	1.0-3.6

Adjusted FTE Estimate

Task	Mean	Range	Estimate
Casefinding	0.3	0.1-0.4	0.3
Abstracting	0.8	0.6-1.1	0.9
Follow-Up	0.4	0.1-0.7	0.4
QA	0.3	0.1-0.7	0.4
Other	<u>0.4</u>	<u>0.1-0.7</u>	<u>0.6</u>
Total	2.2	1.0-3.6	2.6

What if Your Cancer Registry Differs from these Guidelines?

- *Does your staff do work for other departments?*
- *Do you have a higher than average number of follow up cases for the size of your registry?*
- *Is management time included in your FTE count?*
- *How much of your registry data is available electronically?*
- *Do you collect data elements that are no longer required?*
- *How can you account for newly added data collection items? Collaborative stage?*

Thank you!



Group Discussion

1. Any Questions?
2. What are the limitations of this study?
3. How might you use these results in your staff planning?