

A Healthy Bottom-line



Health Clinic Automates Labor Tracking and Scheduling

A chain of healthcare clinics was able to reduce time spent preparing payroll from over two days each pay period to just a few hours. The HR office streamlines scheduling of employees located throughout eight facilities in the Southeastern US. The clinic uses an automated time and attendance system to staff adequately to meet mandated coverage standards, and ensures adequate coverage when granting time-off requests. Web-enabled time clocks allow employees to punch with no installation hassles.

Virginia-based West End Orthopaedic Clinic is a group of orthopedic specialists serving patients with a range of care services. Founded in 1919, the practice serves residents of central Virginia and surrounding regions from eight clinics.

The centralized HR office uses the Attendance on Demand system to track labor and schedule over 350 full- and part-time managers, front desk staff, medical billing clerks, x-ray technicians, nurses and other staff.

“The system lets the company avoid the double data entry once needed to track overtime and employee exceptions.”

Automated Processes

Attendance on Demand seamlessly interfaces with PayChex for payroll processing, letting the company avoid a once manually intensive end-of-payroll process using spreadsheets. The experts at Labor Strategy helped the HR office quickly and efficiently set up the interface.

Explains Pamela Canada, Human Resource Manager, West End Orthopaedic Clinic, “In previous years we had to enter the same time and labor data two times in order to prepare data each pay period. This took an awful lot of time, and as with any manual process, there was the chance to introduce errors. Now, that integration to payroll is seamless. That means no more double data entry. Plus, the system lets the company avoid the double data entry once needed to track overtime and employee exceptions.”

Standardized Scheduling

Instead of scheduling employees using manual spreadsheets at each of the facilities as in past years, the HR office now analyzes patient care load and physician schedules, and matches staffing for optimal service levels.



Accurate scheduling helps maximize the effectiveness of the clinic's workforce. And easy scheduling means supervisors can schedule both effectively and quickly.

Notes Canada, "Precise staffing coverage is crucial to maintain quality healthcare for our patients and profitability for our clinics. Attendance on Demand is a great tool to achieve these important goals."

Results

Attendance on Demand helps the clinics:

- Staff adequately to meet mandated coverage standards.
- Seamlessly link with payroll.
- Ensure adequate coverage when granting time-off requests.
- Automate accurate calculation and management of overtime.

Web-enabled time clocks allow employees to punch with no installation hassles.

Employees with many changes between departments or cost centers can track their own workgroup transfers using online timesheets, available from their Web browsers.

In all, the HR office was able to reduce time spent preparing payroll from over two days each pay period to just a few hours.

