



Hospital Annual Planning Submission

2015 - 2016

January 2015



Hospital Annual Planning Submission 2015 - 2016

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Executive Summary

2015 – 2016

The Fiscal Advisory Committee (FAC) convened 3 times in 2014 to produce a balanced Hospital Annual Planning Submission (HAPS).

The FAC consists of representatives from management, medical staff, non-union staff, ONA, CUPE and UNIFOR.

The FAC faced several challenges, such as:

- Absorbing an ONA arbitration salary award of 1.4% in 2014 (the Hospital only budgeted for .7%), plus a further 1.4% in 2015.
- Absorbing a CUPE arbitration salary award of .7% in 2015, plus a .7% one-time payment.
- Absorbing a 1% salary increase for non-union staff in 2015.
- Absorbing an assumed 1% salary increase in 2014 and 2015 that is currently in arbitration.

Fortunately, there have been some decreased expenses to help offset some of the above costs, such as:

- Decreased supply costs because of the new North West Supply Chain.
- Decreased building utility costs because of further improvements made to the building service equipment.
- Stabilization of benefit costs due to a new provider selected 2 years ago.

Fortunately, there have been some increased revenues, such as:

- Increased patient revenues for Alternate Level of Care (ALC) days.
- One percent (1%) Northern and Rural Hospital funding.

Overall, there were minor increases in staffing (total .6 FTE) in some departments, as deemed necessary by the FAC.

The FAC is once again pleased to recommend to the Board of Directors a balanced Hospital Annual Planning Submission for 2015/16.

Geraldton District Hospital

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SERVICE VOLUMES

Indicators	04/05	05/06	06/07	07/08	08/09	09/10	10/11	11/12	12/13	13/14	14/15 Forecast	15/16 Forecast
In-patients												
<i>Avg Patients/Day</i>												
Acute Care	13.2	11.7	12.0	11.5	12.5	10.0	11.5	10.2	11.7	11.9	12.4	12.3
Chronic	6.8	6.9	6.8	6.9	6.3	6.6	6.7	6.9	6.9	6.9	6.9	6.9
ELDCAP	19.0	18.9	18.8	18.8	18.9	18.9	18.8	18.9	18.8	18.8	18.8	18.8
Total	39.0	37.5	37.6	37.2	37.7	35.5	37.0	36.0	37.4	37.6	38.1	38.0
Out-Patients												
ER - # visits	10491	11864	11258	11100	10708	10140	9617	9854	9487	9040	9400	9400
Footcare - # visits	323	374	492	409	339	435	415	292	356	372	360	360
Lab - # tests	79997	85957	89099	117053	122231	147551	*435296	490547	500697	500697	500000	500000
Lab - # units	315483	323246	257131	371961	283362	339986	*253774	292424	299204	302820	300000	300000
Radiology - # tests	3224	3448	3638	3400	2963	3414	3573	3840	3182	3162	3150	3150
U/S - # tests	928	1004	1141	1128	1171	1268	1229	1474	1373	1294	1300	1300
Clin Nut - Att Days	893	967	1205	501	835	414	1139	1219	1125	1184	1200	1000
Physio - Att Days	2671	3646	3107	2674	1811	1396	3098	3090	3766	3994	3300	3300
OT - Att Days	2033	1590	1157	2065	1934	2582	2616	2493	2836	2208	2000	2200
Social Work - Att Days	1030	1438	1511	1399	1369	1400	1510	1450	898	1052	1100	1200
Telemedicine Patient Visits	345	453	510	373	408	632	511	450	491	527	500	550

*Change in reporting process

Geraldton District Hospital

HOSPITAL ANNUAL PLANNING SUBMISSION

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Budgeted Full-Time Equivalents by Department

Department	05/06	06/07	07/08	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	Comments
Nursing - Acute + SW/DP	16.80	16.80	16.80	16.80	16.80	16.80	16.60	16.60	16.60	16.70	17.00	+ .3 PSW
Nursing - LTC	15.90	15.90	16.90	17.10	17.10	17.70	18.60	18.60	18.60	18.55	18.75	+ .2 PSW
Nursing - ER	5.20	5.20	5.30	5.80	5.30	5.30	5.30	5.40	5.40	5.45	4.65	+ .2 RN
Nursing - TM	1.00	1.00	1.00	1.00	1.00	1.00	1.20	1.50	1.50	1.50	1.70	+ .2 RPN
TOTAL Nursing	38.90	38.90	40.00	40.70	40.20	40.80	41.70	42.10	42.10	42.20	42.10	
Laboratory	4.90	4.90	4.90	4.90	4.80	4.80	4.80	4.80	4.80	4.80	4.80	
Radiology	2.10	2.10	2.10	2.40	2.40	2.40	2.40	2.40	2.40	2.40	2.40	
Pharmacy	1.20	1.50	1.30	1.30	1.30	1.30	1.30	1.30	1.30	1.30	1.30	
Rehabilitation	3.00	3.00	3.20	4.00	4.00	4.40	4.00	4.00	4.00	4.30	4.30	
TOTAL Amb. Care	11.20	11.50	11.50	12.60	12.50	12.90	12.50	12.50	12.50	12.80	12.80	
Mat. Mgmt/CSR	1.20	1.20	1.60	1.60	1.60	1.60	1.70	1.70	2.00	2.00	2.10	+ .1 MM
Housekeeping	7.20	7.20	7.20	8.00	8.40	7.20	7.20	7.20	7.00	6.80	6.80	
Laundry/Linen	1.20	1.20	1.20	1.20	1.20	1.40	1.40	1.40	1.40	1.60	1.60	
Food Services	5.90	6.40	6.80	6.80	6.70	7.80	8.25	8.25	8.25	8.15	8.15	
Plant Maintenance & Operations	2.20	2.70	3.20	4.20	4.20	4.20	4.20	4.20	4.20	4.20	4.20	
TOTAL Support Services	17.70	18.70	20.00	21.80	22.10	22.20	22.75	22.75	22.85	22.75	22.85	
Administration	10.60	10.60	10.60	9.00	8.60	8.60	8.60	8.60	8.60	8.60	8.70	+ .1 IT
Nursing Admin.	2.00	2.50	2.50	2.50	2.50	2.50	2.50	2.50	2.50	2.50	3.50	
Admit. & Ward Clerks	4.80	4.80	4.80	4.85	4.85	4.85	5.40	5.40	5.40	5.40	5.40	
Health Records	2.20	2.20	2.50	3.50	3.50	3.50	3.20	3.20	3.20	3.10	3.10	
District Lab Program	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Temp. QI Coordinator							0.30	0.00	0.00	0.00	0.00	
Management Intern										1.00	0.50	-.5
TOTAL Other	20.60	21.10	21.40	20.85	20.45	20.45	21.00	20.70	20.70	21.60	22.20	
GRAND TOTAL	88.40	90.20	92.90	95.95	95.25	96.35	97.95	98.05	98.15	99.35	99.95	+ .60

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Budgeted Salaries by Department

Department	2014/15	2015/16	Comments
Nursing - Acute Care + SW/DP	\$1,220,069	\$1,252,226	
Nursing - Long-Term Care	\$981,761	\$997,045	
Nursing - Emergency	\$461,016	\$394,434	
Nursing-Out-Patient (Telemedicine)	\$117,534	\$130,981	
TOTAL Nursing	\$2,780,380	\$2,774,686	
Laboratory	\$370,083	\$374,688	
Radiology	\$206,176	\$208,591	
Pharmacy	\$73,336	\$73,836	
Physiotherapy	\$278,425	\$303,314	
TOTAL Amb. Care	\$928,020	\$960,429	
Materials Management + CSR	\$90,432	\$95,584	
Housekeeping	\$313,348	\$317,745	
Laundry/Linen	\$63,897	\$64,319	
Food Services	\$369,970	\$372,282	
Plant Maintenance & Operations	\$260,918	\$262,791	
TOTAL Support Services	\$1,098,565	\$1,112,721	
Administration	\$620,033	\$631,261	
Nursing Administration	\$210,241	\$298,854	
Admitting & Ward Clerks	\$247,545	\$259,203	
Health Records	\$150,359	\$152,314	
District Lab Program	\$84,000	\$84,396	
Management Intern	\$84,142	\$43,002	
TOTAL Other	\$1,396,320	\$1,469,030	
GRAND TOTAL	\$6,203,285	\$6,316,866	

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Other Expenses

Particular	2014/15	2015/16	Comments
Employee Benefits	\$1,558,000	\$1,554,000	
Employee Future Benefits	\$40,000	\$40,000	
Medical Staff	\$165,000	\$160,000	
Med. Surg. Supplies	\$130,000	\$130,000	
Drugs	\$120,000	\$122,000	
Depreciation Equipment	\$325,000	\$325,000	
Bad Debts	\$10,000	\$10,000	
TOTAL Other	\$2,348,000	\$2,341,000	

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Budgeted Supplies by Department

Department	2014/15	2015/16	Comments
Nursing - AC & Social Work	\$70,000	\$72,000	
Nursing - Long-Term Care	\$120,000	\$114,000	
Nursing - Emergency	\$44,000	\$44,000	
Nursing - Out-Patient (includes foot care, telemedicine, education and library)	\$16,000	\$14,000	
TOTAL Nursing	\$250,000	\$244,000	
Laboratory	\$230,000	\$220,000	
Radiology (includes ultra-sound)	\$60,000	\$60,000	
Pharmacy	\$5,000	\$5,000	
Physiotherapy & OT	\$28,000	\$28,000	
TOTAL Amb. Care	\$323,000	\$313,000	
Materials Management + CSR	\$60,000	\$60,000	
Housekeeping	\$65,000	\$66,000	
Laundry/Linen	\$22,000	\$21,000	
Food Services & Nutrition	\$212,000	\$220,000	
Plant Maintenance & Operations	\$450,000	\$444,000	
TOTAL Support Services	\$809,000	\$811,000	
Administration (Board of Directors, Finance, communication, IT, HR, IC, OH, etc.)	\$410,000	\$430,000	No more portal
Nursing Administration	\$12,000	\$12,000	
Admitting	\$3,000	\$3,000	
Health Records	\$23,000	\$21,000	
District Lab Program	\$36,000	\$36,000	
House Rentals and Clinic	\$120,000	\$106,000	
TOTAL Other	\$604,000	\$608,000	
GRAND TOTAL	\$1,986,000	\$1,976,000	

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Purchased Services by Department

Department	2014/15	2015/16	Comments
Nursing - Acute Care			
O.P.P. Transfers	\$9,000	\$9,000	
Nursing - Long-Term Care			
Nurse Practitioner	\$6,000	\$7,000	
Nursing - Emergency			
O.P.P.	\$10,000	\$10,000	
Nursing-Out-Patient (Telehealth)			
Nursing-Out-Patient (Foot Care)	\$5,000	\$5,000	
TOTAL Nursing	\$30,000	\$31,000	
Laboratory			
Radiology			
Radiology - Dictation	\$10,000	\$12,000	
Pharmacy			
Pharmacy Consultant	\$8,000	\$16,000	New Provincial Regulations
Physiotherapy			
TOTAL Amb. Care	\$18,000	\$28,000	
Materials Management + CSR			
Housekeeping			
Laundry/Linen			
Food Services			
Plant Maintenance & Operations			
Bio Medicine	\$16,000	\$16,000	
TOTAL Support Services	\$16,000	\$16,000	
Administration - IT	\$2,000	\$2,000	
Administration - Finance	\$18,000	\$18,000	
Administration - HR and OH	\$15,000	\$18,000	
Nursing Administration			
Admitting & Ward Clerks			
Health Records			
District Lab Program			
Security	\$60,000	\$61,000	
TOTAL Other	\$95,000	\$99,000	
GRAND TOTAL	\$159,000	\$174,000	

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REVENUE	2014/15	2015/16	Comments
MOHLTC Base Allocation	\$9,410,590	\$9,504,700	1% Small Hospital Funding
MOHLTC One-Time Funding (RAI)	\$40,000	\$40,000	
In-Patients (out of province/country)	\$6,000	\$6,000	
Co-Payments (ccc, LTC & ALC)	\$515,000	\$525,000	
Differential (semi and private)	\$0	\$0	
Out-Patients (radiology, u/s, WSIB)	\$215,000	\$210,000	
Ambulance	\$18,000	\$18,000	
Food Services	\$25,000	\$25,000	
Rental Income	\$97,000	\$80,000	
Interest Income	\$80,000	\$90,000	
Amortization Equipment Grants	\$55,000	\$65,000	
Other Hospital Recoveries	\$235,000	\$250,000	
	<u>\$10,696,590</u>	<u>\$10,813,700</u>	
EXPENSES			
Salaries & Wages	\$6,203,285	\$6,316,866	
Employee Benefits	\$1,558,000	\$1,554,000	
Employee Future Benefits	\$40,000	\$40,000	
Medical Staff Remuneration	\$165,000	\$160,000	
Medical & Surgical Supplies	\$130,000	\$130,000	
Drugs	\$120,000	\$122,000	
Amortization - Major Equipment	\$325,000	\$325,000	
Bad Debts	\$10,000	\$10,000	
Other - Supplies	\$1,986,000	\$1,976,000	
Purchased Services	\$159,000	\$174,000	
	<u>\$10,696,285</u>	<u>\$10,807,866</u>	
Surplus (Deficit) Net	\$305	\$5,834	
Other Votes (Net Revenue & Expenses)			
Municipal Taxes	\$0		
Hospital On-Call Coverage	\$0		
Nakina Nursing Station	\$0		
Surplus (Deficit) Gross	<u>\$305</u>	<u>\$5,834</u>	