

## Appendix 12. Workforce statistics

The following notes apply to workforce statistics provided by the Human Resource Management Information Systems Unit within Queensland Health.

The separation rates reported in this document are related only to permanent staff within Queensland Health and the Queensland Public Sector. They are the total number of separations in the financial year divided by the *average fortnightly headcount* in the same financial year for all permanent staff. The Queensland Public Service separation rates are the DIR MOHRI separation rates. These are calculated differently in that they are the total number of separations from the public service in a financial year divided by the *total annual headcount* for the financial year. The difference is that the total headcount counts every person once who was employed at any time during the year so that an employee who works only one fortnight in the year is counted as a full head. With an average fortnightly headcount, a person who works only one fortnight in a year is counted as 1/26<sup>th</sup> of a head for an annual average. This will make the DIR separation rate lower than the Queensland Health separation rates, making the Queensland Health separation rates seem slightly inflated by comparison.

Note that these separation rates do not take into account additions to the workforce, only separations from the workforce.

FTE is short for Full Time Equivalent. It is the number of hours for an element divided by the standard award hours for the period being measured.

The Occupied FTE figures are Minimum Obligatory Human Resource Indicators (MOHRI) figures. These relate to active/paid staff and exclude those staff on extended unpaid leave and external and agency staff. These are snapshots at a particular point in time (usually the last captured pay period of the financial year).

The Paid FTE figures are averages over the whole year of the HR Paid FTE. These are figures sometimes used for costing purposes as they include external staff not recorded on LATTICE. It excludes overtime and termination payments.

The headcounts are not necessarily directly related to an FTE. One person can be less than or equal to one occupied FTE. For example a part time person working half of their award hours would be 0.5 FTE but 1 Head.

The professional stream data is reported as professional stream minus dental staff. While this includes a large percentage of Allied Health Professionals it also includes some scientists and other staff identified as professional officers.

The additions and terminations data provided relates to all permanent and temporary staff within Queensland Health but excludes casuals and external staff.