

# Workload Dashboard Access and Instructions

1. Anso's workload data can now be found at [https://tab.med.umich.edu/#/workbooks/23376?:origin=card\\_share\\_link](https://tab.med.umich.edu/#/workbooks/23376?:origin=card_share_link)
2. Is also the first tab under the IP trigger report. Of note, both Ambulatory and Inpatient can be found through this link. WRC members should have access, if not please request via Tableau
3. Report will start out blank, first select your unit, then make sure fiscal year and period are the desired ones for data
4. Important note, all Anso's metrics are included in the RN data, if it is not showing up, then there were no hours coded during the period. In the example below, you will see there is no OA COC (completion of care) but there is OT COC hours coded.

**Workload Dashboard**

Unit Name grouped  1 Fiscal year and Period  2 Nurs Division

**Workload Data RN Only**

Unit Name	Code Name	Duty Code C...
	ORIENT	O
	EXT SICK	e
	MATERNTY	*
	PARENT	J
	SCH PTO	o
	UnsPTO	w
	UNIT BUS	#
	RN/345	B
	NonDirOA	=
	NonDirOT	!
	OT CoC	Z
	ExcNoPay	S
	UnExcNP	U

**Trigger Details (All RN Productive Hours)**

	Unit Na...
	2023
	11
RN OT Non-Emergency Situations	
RN OT Emergency Situations	
All RN OT Hrs	
RN OA Non-Emergency Situations	
RN OA Emergency Situations	
All RN OA Hrs	
(Subtract) RN On Call Hrs Worked	
Total RN OA/OT	
RN Unit Reg Prod Hrs	
RN RSAM Non Direct Time	
RN Holiday Hours Off In Trigger Calc.	
Total RN Hours	
Trigger	
INFO ONLY RN CSR Reg Hrs	
INFO ONLY RN Float Hrs; Other Unit	
INFO ONLY RN Per Diem/Temp/Traveler Hrs	