



SUCCESS STORY EASING THE STRAIN THROUGH FLEXIBLE TIME MANAGEMENT

Ease the strain on management and personnel administration with the Adicom® Flexible Time Management System and electronic rostering.

Steadily increasing patient numbers and ever shorter hospital stays will result in an even greater workload in clinics and hospitals in the future. Since diminishing budgets cannot justify staffing increases, hospital management has to look for other methods of easing the strain on employees.

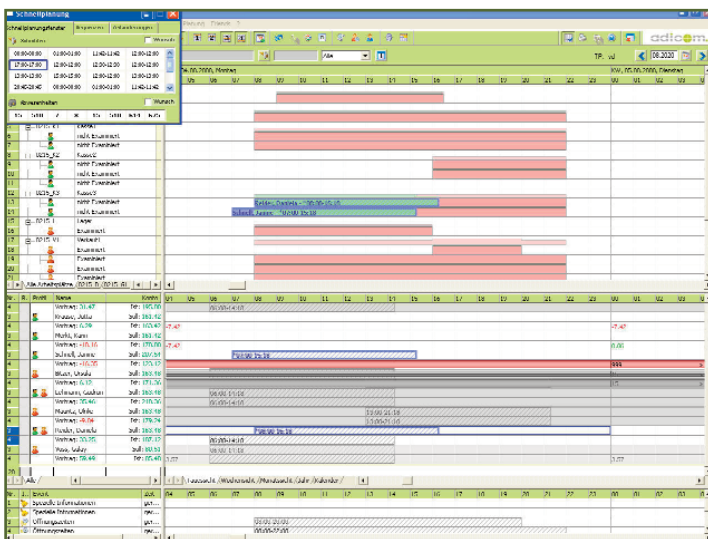
As far back as 1997, the staff at the Tuttlingen district hospital began to consider how staff processes could become more efficient and less time-consuming.

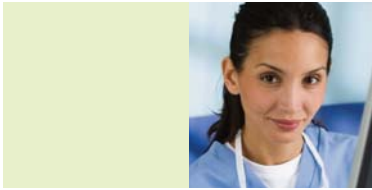
As a general care hospital with 300 allocated beds and 14 short-term outpatient places, the Tuttlingen hospital and the Spaichingen district hospital are municipally owned enterprises of Tuttlingen county, employing approximately 900 people. Some of the 600 employees from Tuttlingen also work in Spaichingen on an inter-clinic basis; these employees include cleaning staff,

kitchen staff, staff from central anesthesia, and the IT department, as well as the 70 nursing students who are also assigned to Spaichingen for six months during their training.

Hospital management, together with the personnel committee, searched for a solution that would enable automated time scheduling and electronic rostering. The search for suitable software began based on a detailed catalog of requirements. A comprehensive solution ranging from planning to real-time capture by employees to automated payroll accounting was regarded as absolutely essential.

After several meetings, demonstrations, and on-site visits to reference customers, the management, in conjunction with the Reutlingen computer center which processes wage and payroll accounting decided upon the Adicom Personnel Time & Attendance and Adicom Personnel Scheduling modules.





The staff and the personnel committee positively embraced the changes which promised increased transparency and possibly other benefits. Today, all employees can clock in and out at the entry terminal with a non-contact chip, or query their hour balance or vacation status directly at the terminal.

The system determines all allowances and transfers them to the payroll system. Oncall services are calculated with the corresponding guaranteed and route times.

Emergency services with the agreed level and frequency allowances are either marked for payment or withheld to a later time. The shift bonus, in accordance with article 33a of the Federal Collective Agreement for Public Employees, is recalculated every month. The System also determines all vacation claims. An internal system check determines which legal or wage regulations apply in special instances.

