Hospital statistics
Standard Interface

Microsoft

swissdec certified

Legal information

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1 Profile and information

1.1 SwissSalary Information

- SwissSalary offers an export interface for hospital statistics.
- To be able to use the interfaces, you need a license for SwissSalary **Plus**

1.2 Information about hospital statistics (HS)

For information about hospital statistics, go to:
Hospital statistics | Federal Statistics Office (admin.ch)

1.2.1 Interface concept

See link below for the interface concept:
Hospital statistics – Interface concept 5.4 valid from 2019 | Publication | Federal Statistics Office (ad-min.ch)

1.2.2 Crucial Data / Personnel

Only the record "SA5: General information – Personnel / Données générales - Personnel" --> Details according to Interface concept is crucial for the Personnel area.

2 Setup in SwissSalary

The settings for hospital statistics below must be available in SwissSalary or are still to be adjusted:

Employee Statistics
If the required statistics fields are not yet available in SwissSalary, please contact our support. They will be happy to provide you with the relevant file: support@swisssalary.ch
Note --> SwissSalary is not liable for the completeness | Origin of the statistics fields = FSO / Hospital statistics / Record «SA5: General information - Personnel / Données générales - Personnel".

Statistics fields import (Hospital Statistic.txt) in SwissSalary (SaaS Cloud):
"Settings – Employee statistics – Actions – Interface – Import" --> Import file

For onPrem or SwissSalaryNAV solutions:
"SwissSalary management – Employee statistics – Interface – Import --> Import file"

The fields and subtables for the statistics/group HOSPITAL-1 to HOSPITAL-5 are imported.

Note | HOSPITAL-4 statistics/group
*If the statistics fields of the **HOSPITAL-4 statistics/group** are not yet available in SwissSalary, the main location(s) must be entered/stored manually in the group under "Settings – Employee statistics – Actions – Group".*

Evaluation
Initial setup for onPrem or SwissSalary NAV solutions:
"General reports – Edit – New" --> Report ID: select Object ID 3009320 (remaining fields are record-ed/supplemented automatically)

3 Evaluation in SwissSalary

3.1 Preparation

The statistics fields are assigned to employees under "Employee – Employee statistics – Edit list – …… – Group" Assign the desired attributes as per FSO specifications.

Employees for Hospital statistics
- Hospital statistics | Origin of the diploma
- Hospital statistics | Main service location
- Hospital statistics | Role   –> Enter the GLN No. into the Comment column **)
- Hospital statistics | Main location

**) The Global Location Number (GLN) is only to be recorded for doctors and midwives (roles 1 - 5, 12, 33, 34).

Employees, NOT in Hospital statistics
- Hospital statistics | Not in Hospital statistics –> for employees who are to be excluded from the statistics, the "YES" option must be explicitly selected here

Note | Variable A.14.09 - Personnel in training
Output value is determined from the personnel card under Statistics - Employment contract:
- Apprenticeship contract = 1
- other contracts = 2

Note | external personnel
Statistical data for external personnel can only be submitted if they are also managed in SwissSalary AND time recording is available (A14.05.04 Hours worked per year).

3.2 Creating evaluation

The report can be retrieved directly in SwissSalary (SaaS Cloud) via "Search" (magnifying glass) – "Hospital Statistics 5.4.0.4".

For onPrem or SwissSalary NAV go to: "General Reports – Hospital Statistics 5.4.0.4"

Supplement report data
Options

Final date of the year:	12/31/yyyy
Function:	HOSPITAL-3
Main service location:	HOSPITAL-2
Main location:	HOSPITAL-4
Origin of the diploma:	HOSPITAL-1
Overtime payout:	Wage type for overtime payment
Activate	test file (check the box), if you want a test file
	A text file can be created to validate the report data.

Filter: Exclude employees from statistics

Statistics   HOSPITAL-5

Group   TRUE (Yes)

<u>Notes</u>
- The Company number (= BUR No.) of the healthcare organization is taken from Payroll Setup "General/Headquarter/BUR No."
- The workload is calculated using the base wage and the overtime paid for.

3.3   Application area of the report

This report can be loaded into the FSO HS data management system as a single chapter or in full with the other chapters of the HS questionnaire.
You will find more details in the FSO's <u>HS application manual</u>.

4 Adjustments in the Employee statistics

In the event of adjustments to this statistics area in the future, the updated file can be re-imported. The statistics fields will be adjusted based on the new file.

ATTENTION: **Do not delete** the existing statistics beforehand, otherwise the statistical data associated with employees will be deleted and will have to be reassociated.

5   Support

5.1   Federal Statistics Office (FSO)

If you have any questions about Hospital statistics (HS), please contact
Hospital statistics | Federal Statistics Office (admin.ch)

5.2   SwissSalary

If you have any questions about the interface setup, SwissSalary Support will be happy to help:
Support SwissSalary