

PLEASE NOTE THAT DATA ENTRY IS ONLY ALLOWED IN THE GRAY AREAS.

[Click here to begin Worksheet 4 - Turnover Rates](#)

This material was prepared by the Atlantic Quality Innovation Network (AQIN), the Medicare Quality Innovation Network - Quality Improvement Organization for New York State, South Carolina, and the District of Columbia, under contract with the Centers for Medicare & Medicaid Services (CMS), an agency of the U.S. Department of Health and Human Services. The contents do not necessarily reflect CMS policy. 11SOW-AQINDC-TskC.2-16-05



Facility Name-		Date Completed-	
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Turnover Rate	Period Being Studied-					
To calculate <u>OVERALL FACILITY Turnover Rate</u> , indicate the total number of ALL Employees / ALL Departments on the last day of each month to be studied.		OVERALL FACILITY TURNOVER STATISTICS				
JAN-	FEB-		MAR-	APR-	MAY-	JUNE-
JULY-	AUG-		SEPT-	OCT-	NOV-	DEC-
Total of monthly #s above-						
Average # of Employees-						
Total # of ALL Terminations (for same period)						
<u>OVERALL Turnover Rate</u> - (# Term/Ave. # of Employees)						

To calculate <u>RN Turnover Rate</u> , indicate the total number of RNs on the last day of each month to be studied.		RN Turnover Statistics				
JAN-	FEB-		MAR-	APR-	MAY-	JUNE-
JULY-	AUG-		SEPT-	OCT-	NOV-	DEC-
Total of monthly #s above-						
Average # of RNs-						
Total # of RN Terminations (for same period)						
<u>RN Turnover Rate</u> - (# RNs Term/Ave. # of RNs on payroll)						

To calculate <u>LPN Turnover Rate</u> , indicate the total number of LPNs on the last day of each month to be studied.		LPN Turnover Statistics				
JAN-	FEB-		MAR-	APR-	MAY-	JUNE-
JULY-	AUG-		SEPT-	OCT-	NOV-	DEC-
Total of monthly #s above-						
Average # of LPNs-						
Total # of LPN Terminations (for same period)						
<u>LPN Turnover Rate</u> - (# LPNs Term/Ave. # of LPNs on payroll)						

To calculate <u>CNA Turnover Rate</u> , indicate the total number of CNAs on the last day of each month to be studied.		CNA Turnover Statistics				
JAN-	FEB-		MAR-	APR-	MAY-	JUNE-
JULY-	AUG-		SEPT-	OCT-	NOV-	DEC-
Total of monthly #s above-						
Average # of CNAs-						

Facility Name-		Date Completed-	
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Turnover Rate	Period Being Studied-	
Total # of CNA Terminations (for same period)		
CNA Turnover Rate- (# CNAs Term/Ave. # of CNAs on payroll)		

These statistics reflect an automatic calculation of the statistics entered in the 3 categories above. (RN, LPN & CNA)												Nursing Staff Combined (RNs, LPNs and CNAs) Turnover Statistics
JAN-		FEB-		MAR-		APR-		MAY-		JUNE-		
JULY-		AUG-		SEPT-		OCT-		NOV-		DEC-		
Total of monthly #s above-												
Average # of All Nursing Staff-												
Total # of All Nursing Staff Terminations (for same period)												
All Nursing Staff Turnover Rate-												

These statistics reflect an automatic calculation based on the statistics entered above. ("Overall Facility Statistics" minus "Nursing Staff Combined")												All Other Staff Turnover Statistics
JAN-		FEB-		MAR-		APR-		MAY-		JUNE-		
JULY-		AUG-		SEPT-		OCT-		NOV-		DEC-		
Total of monthly #s above-												
Average # of All Other Staff-												
Total # of All Other Staff Terminations (for same period)												
All Other Staff Turnover Rate-												

<h3 style="margin: 0;"><u>User-Defined</u> Turnover Calculators</h3>	The "calculators" below may be used to customize and help analyze turnover statistics. The "User-Defined" nature allows you to isolate statistics by such specifics as individual department, unit, or even specific job description.
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To calculate <u>Turnover Rate</u> , indicate the total number of identified staff on the last day of each month to be studied. The data entered should ONLY be specific to the group of employees identified for this isolated table.	Enter the description of the specific group below.										
JAN-		FEB-		MAR-		APR-		MAY-		JUNE-	
JULY-		AUG-		SEPT-		OCT-		NOV-		DEC-	
Total of monthly #s above-											
Average # of identified staff-											
Total # of Terminations (for same period)											
Turnover Rate- (# Term/Ave. # of identified staff on payroll)											

Facility Name-		Date Completed-	
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Turnover Rate	Period Being Studied-	
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To calculate <u>Turnover Rate</u> , indicate the total number of identified staff on the last day of each month to be studied. The data entered should ONLY be specific to the group of employees identified for this isolated table.											Enter the description of the specific group below.		
JAN-		FEB-		MAR-		APR-		MAY-		JUNE-			
JULY-		AUG-		SEPT-		OCT-		NOV-		DEC-			
Total of monthly #s above-													
Average # of identified staff-													
Total # of Terminations (for same period)													
Turnover Rate- (# Term/Ave. # of identified staff on payroll)													

To calculate <u>Turnover Rate</u> , indicate the total number of identified staff on the last day of each month to be studied. The data entered should ONLY be specific to the group of employees identified for this isolated table.											Enter the description of the specific group below.		
JAN-		FEB-		MAR-		APR-		MAY-		JUNE-			
JULY-		AUG-		SEPT-		OCT-		NOV-		DEC-			
Total of monthly #s above-													
Average # of identified staff-													
Total # of Terminations (for same period)													
Turnover Rate- (# Term/Ave. # of identified staff on payroll)													