

Financial Analytics (PA): Provider Schedule Analysis

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This is a contracted feature. Contact solutions@officepracticum.com to learn about implementing this in your Practice.

Version 21.3

Path: Tools tab > Reporting button > Financial Analytics > Provider Schedule Analysis

When to Use this Report

Use this dashboard to compare your providers' schedules. You can see the total number of appointments each provider had, including those kept, canceled, and completed. Additionally, you can track the time providers take to complete appointments by type. The provider slot usage feature highlights any schedule gaps over the next 30 days, helping you ensure that providers are scheduled at full capacity.


Qualifications/Best Practices

For the **Provider Average Appointment Duration** dashboard to pull appropriate information, your practice must accurately capture the Check In and Check Out time to truly reflect how long appointments are taking.

For the **Provider Slot Usage** dashboard to pull appropriate information, your practice must use [Appointment Zones](#).

About Provider Schedule Analysis

Filters

You can filter this report by **Location** and/or by **Provider** by selecting from the drop-downs. Each tile is defaulted to show the **last six months based on Appointment date**. You can click the filter icon  within each tile to filter differently.

Provider Schedule Analysis Dashboards Overview

Scheduled Appointments Summary

Type of report: Summary Detailed Report

Displays: Quick glance at the last 6 months of provider appointments and their statuses.

Details:

- Lists each provider and the number of Total Appointments, broken down by Appointment Statuses.
- Summary: In the Summary section, the Totals are shown for all providers and Appointment Statuses included in the filtered report.

Scheduled Appointments Summary

Last 6 Months

Provider	Total Appointments	Completed	Completed %	Cancelled #	Cancelled %	Cancelled Same Day #	Cancelled Same Day %	No Show #	No Show %	Kept/No Ch
Interal Staff	2866	0	0%	1096	38%	0	0%	3	0%	174
JohnPeter Test	1544	0	0%	388	25%	0	0%	23	1%	111
Bening Ben	1542	1	0%	387	25%	0	0%	52	3%	111
Cindy Grimmie	1266	0	0%	0	0%	0	0%	0	0%	126
Thomas Wayne	1241	0	0%	256	21%	0	0%	0	0%	98
Shannon G. test	1002	3	0%	1	0%	0	0%	1	0%	78
Bruce Wayne	821	0	0%	0	0%	0	0%	0	0%	82
Susan Kressly	672	6	1%	117	17%	0	0%	0	0%	54
null	633	0	0%	0	0%	0	0%	0	0%	63
SUMMARY	13,781	20		2,852	1	85		10,401	7	415
31 rows - 24 columns	# of Appointments	# of Completed		# of Cancelled	# of Cancelled Same Day	# of No Show		# Kept/No Charges	# of Ready to Bill	# of Superbill Ex

Provider Average Appointment Duration

Type of report: Detailed Report

Displays: Shows on average how long a provider is taking for each appointment type. This is based on the appointment Check In and Check Out times.

Provider Average Appointment Duration

Average Appointment Minutes based on Checkin/Checkout times

Provider	FUP	NK123	NK1234	NURSE VISIT	OLVIATEST	PHONE FOLLOWUP	PROCEDURE	QA-111	SICK VISIT, EXT	SICKVISIT, EST	SICKVISIT, ESTA	SICKVISIT, NEW
Albert Davis											0	
Bening Ben											0	
Bridge Portal											0	
Bruce Wayne											0	
Chris Fitzgerald											0	
Cindy Grimmie											0	
Cindy test Malek											0	
Demo JOSEPH Doctor				0	0	0		3	0	0	25	0
Flu Clinic				0					0			
Go Check												
Horton Viking											0	
Interal Staff											0	
Jaison Mathew												
Jennifer Higgins												
JohnPeter Test											0	
Kasev Beneker												

Provider Slot Usage

Type of report: Detailed Report

Displays: Shows the providers available appointment minutes based on slot usage compared to their scheduled minutes.

Details:

- For each date within the next thirty days, you can see the total available minutes per slot per location per provider, vs the total that has been scheduled.
- % Filled shows what percentage of the available slot minutes have been scheduled.

Provider Slot Usage

Next 30 Days

Date	Provider	Location	Slot Name	Purpose	Sum of Available Minutes	Sum of Scheduled Minutes	% Filled
08/14/2024	353 Albert Davis	Happy OP Kids Peds One	WELL VISITS	Preventive Encounter	300	0	0.00%
			SICK VISITS	Any Encounter	480	0	0.00%
	355 Tracy Davis	Happy OP Kids Peds One	WELL VISITS	Preventive Encounter	480	0	0.00%
			SICK VISITS	Any Encounter	660	0	0.00%
	MD Location 1	NY Location 1	WELL VISITS	Any Encounter	135	0	0.00%
			SICK VISITS	Any Encounter	480	0	0.00%
	373 Cindy test Malek	Happy OP Kids Peds One	CONSULTS	Consultation	60	0	0.00%
			SAME DAY SICK	Non-Preventive Encounter	75	0	0.00%
	374 Cindy Grimmie	Happy OP Kids Peds One	SICK VISITS	Any Encounter	120	0	0.00%
			TELEHEALTH	Telehealth Encounter	60	0	0.00%
			WALK INS	Non-Preventive Encounter	195	0	0.00%

SUMMARY ^ 2,657 rows - 8 columns