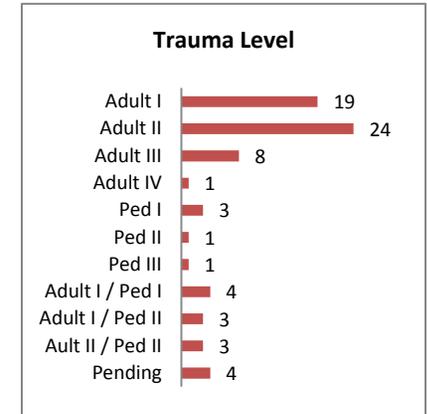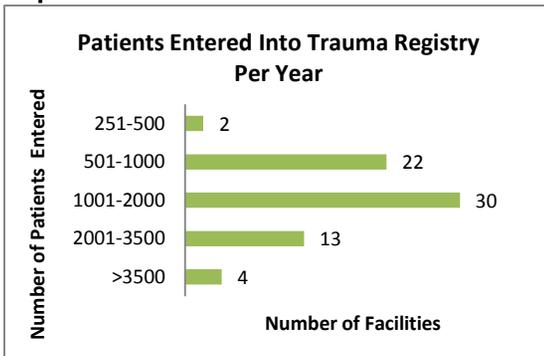**Request:**
1. Level of Trauma Center.
2. How many patients do you enter into your trauma registry per year?
3. Do you submit your data to the following data bases?
4. Do you measure registrar productivity by:
5. If number of charts, how many charts do you expect each Trauma Registrar to extract per week?
6. If by length of stay, how do you calculate productivity for LOS averaged extracted per week?
7. Is the registrar you are describing a 1.0 FTE?
8. If no, how many FTE's are they hired for?
9. Do you allow your registrars to work from home or a distant location?
10. If yes to working from home, do your registrars sign a contract that includes a productivity tracking while home to ensure that they continue to meet goals while home?
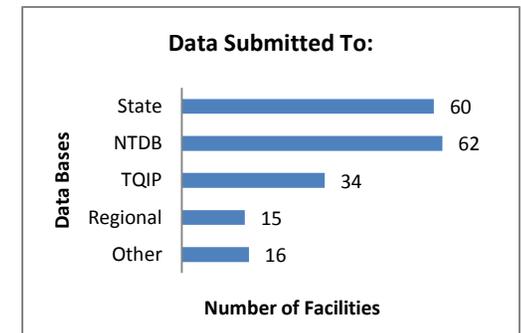11. Do you have contract you can share?

Trauma Level

Level	Count
Adult I	19
Adult II	24
Adult III	8
Adult IV	1
Ped I	3
Ped II	1
Ped III	1
Adult I / Ped I	4
Adult I / Ped II	3
Ault II / Ped II	3
Pending	4

Response:

Patients Entered Into Trauma Registry Per Year

Number of Patients Entered (y-axis) / Number of Facilities (x-axis)

Patients Entered	Facilities
251-500	2
501-1000	22
1001-2000	30
2001-3500	13
>3500	4

Measure Registrar Productivity by

- # of Charts — 29%
- L.O.S. — 5%
- Do Not Measure — 36%
- Other — 30%

Number of Patients Entered Into Trauma Registry Per Year: There were 71 respondents to this survey. Two facilities (2%) reported 251-500 patients /year entered into the trauma registry /year, 22 (31%) reported 501-1000 patients /year, 30 (42%) reported 1001-2000 patients /year, 13 (18%) reported 2001-3500 patients /year, and 4 facilities (5%) reported greater than 3500 patients /year.
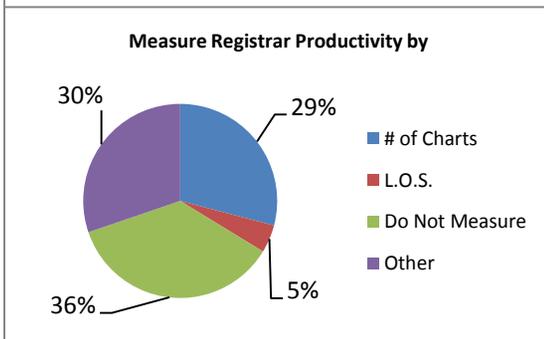
Data Bases Submitted to: Facilities were able to select more than one option. Of the 71 respondents to this question, 60 (85%) indicated they submitted their data to the State, 62 (87%) indicated they submitted their data to the NTDB, 34 (48%) of respondents indicated they submitted their data to TQIP while 15 (21%) of the respondents indicated they submitted their data to a Regional data base. Lastly, 16 (23%) of facilities indicated they submitted to "Other", 4 of which reported MTQIP while 3 others reported they will submit to various locations in the near future. Additional comments filed under "Other" can be found in the table following this summary.

Data Submitted To:

Data Bases (y-axis) / Number of Facilities (x-axis)

Data Base	Facilities
State	60
NTDB	62
TQIP	34
Regional	15
Other	16

Measurement of Registrar Productivity: Twenty-Five facilities (29%) report they measure Registrar productivity by the number of charts extracted, while only four facilities (5%) reported length of stay (L.O.S.) as the measurement of registrar productivity. Thirty-one of the facilities (36%) reported that they do not measure registrar productivity and 26 (30%) of the facilities reported alternative methods of measuring productivity. It is noteworthy that numerous facilities reported that productivity is measured by the number of charts completed within 60 days of discharge. The additional submissions that fall under "Other" can be found in the table following this summary.

Number of Charts each Trauma Registrar is expected to extract per week: Facilities that track Registrar productivity by the number of charts completed (a total of 34 out 71 respondents or 48%), 3 facilities reported the expected number of charts per week was 6-10, another 3 facilities reported their expectation was 11-15 charts per week. Ten facilities reported their expectation was 16-20 charts per week and 7 facilities reported their expectation was 21-25 charts per week. Two facilities reported they expected 26-30 charts per week be completed by the registrar and finally, 9 of the 34 facilities reported they expected greater than 30 charts per week be completed by the registrar.

Charts Each Trauma Registrar is Expected to Extract per Week

Number of Charts	Number of Facilities
6-10	3
11-15	3
16-20	10
21-25	7
26-30	2
> 30	9
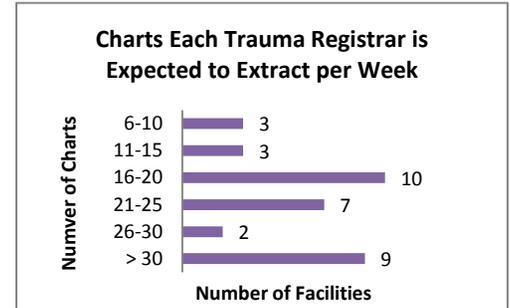
Calculate Productivity for LOS averaged Extracted per Week: Of the four facilities who reported that they calculate productivity by LOS, each provided a different means by which they calculate it. Those answers can be found in the table following this summary.

Registrar Described is a 1.0 FTE: This question was answered by 64 respondents and out of those 54 or 84% indicated the position was a 1.0 FTE while the other 10 or 16% said it was not.

If not 1.0 FTE, how many FTE's is the Registrar hired for: Referencing the above question, six of the ten facilities that described registrar positions as less than 1.0 FTE reported they hired for 0.76-0.99 FTE's. Three of these facilities do not measure productivity. One of the facilities that measured productivity, required completion of more than 30 charts per registrar and entered greater than 3500 patients into their trauma registry per year. This facility also allowed two of their registrars to work remotely. The other facility required abstraction of 6-10 patients per registrar and entered 501 to 1000 patients into their registry per year. The final facility in this group used entry by date to evaluate productivity and stay current, and did on occasion, allow registrars to work remotely. Three facilities indicated 0.5-0.75 FTE's. All three of these facilities measured productivity and required 1-10 charts (1 facility) and 16-20 charts abstracted (2 facilities). The other described a process that involved time per chart based on the previous observation and timing of abstractions. Two of the three facilities allowed their registrar to work remotely. One facility reported 0.26-0.5 FTE's, and used a productivity module to calculate productivity.

Registrars Allowed to Work from Home or a Distant Location

- Yes 26%
- No 74%
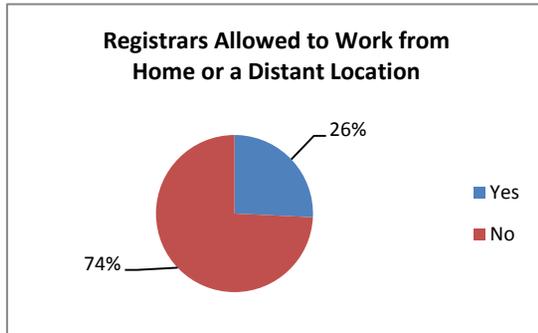
Registrars Allowed to Work from Home or a Distant Location: Sixty-six facilities answered this question and 49 or 74% indicated that they do not allow registrars to work from home or distant locations while the remaining 17 or 26% of the facilities reported that they do allow their registrars to work from home or distant locations. Comments varied, repeated comments included: 1) registrars were more productive when working remotely and 2) allowing registrar's to work remotely was a consideration for some facilities that are not doing so at this time.

Registrars Sign a Contract that Includes Productivity Tracking. Twenty-two (22) respondents answered this question and 4 (18%) said that their registrars do sign a contract that includes productivity tracking while at home to ensure that they continue to meet goals and the large majority, 18 (82%) of facilities reported that their registrars do not sign contracts.

Registrars Sign a Contract That Includes Productivity Tracking

- Yes 18%
- No 82%

Have a Contract you can Share: Thirty-nine (39) facilities responded to this question of which 4 (10%) reported that they do have contracts to share while the other 35 (90%) indicated that they do not have contracts to share.