

Practice Supply Worksheet

| Provider | *Clinical FTE | Sessions | Hours | Total hours |
|-------------------|------------------------|--|------------------------------------|---------------------------------------|
| | <i>Time per person</i> | <i># sessions/ week per person</i> | <i># hours/week per person</i> | <i>Total hours per group/week</i> |
| Physicians | | | | Physicians Total: |
| MOAs | | | | MOAs Total: |
| Other | | | | Other Total: |

*Face-to-face patient time

Once you have completed the Practice Supply Worksheet, review the practice supply by day of the week and by sessions to identify variation in supply of the practice. Once you have identified certain days or sessions that do not have consistent numbers of providers, the schedules should be adjusted to smooth out supply.

Adapted from Batalden, Godfrey, and Nelson, *Practice Supply Worksheet* © 2003.