

# Staffing Efficiency Scorecard

Complete this scorecard to calculate the total time included in contingent healthcare staffing. Then consider the ways that MSP services from Medical Solutions can reduce time and improve efficiency.

	Hours / Week	Person Responsible for Task
<b>Communicating with Agencies</b> Manage staffing activity through agencies	10 hours	Nursing Resource Specialist
<b>Pre-Screening</b> (résumé, skills, credentials, etc.) Determine whom to interview		
<b>Candidate Interviews</b> Determine to whom an offer can be made quickly		
<b>Compliance</b> Collect, review, manage expirations, storage		
<b>Invoicing</b> Accuracy, reconciliation, making payment		
<b>Agency Accountability</b> Monitor quality, performance and feedback		
<b>Manual Processes</b> Data entry, file uploads, copying files, expiring items		
<b>Monitor Traveler Performance</b> Performance evaluation, coaching, conflict resolution		
<b>Ongoing File Auditing</b> Ensure inspection-ready files		
<b>Tracking Analytics</b> Drive data-based hiring decisions		
<b>Custom Reporting</b> Build role-based reports (CNO, HR, CFO, etc.)		
		<b>total hours / week</b>