

Human Capital Indicator 1

HC 1: Proportion of authorized health department staff employment positions filled

Why measure this?

It is important for health department leadership to know how many of their authorized employment positions are currently filled to determine the capacity of their workforce. Positions are authorized, and recruitment begins, as they are deemed necessary per current workload, so a low proportion of these positions filled may indicate a human resource issue that requires further investigation (e.g., insufficient recruiting staff, unqualified candidates).

Measurement specifications: The number of authorized health department staff employment positions filled divided by the total number of health department staff employment positions.

Reporting Period: Quarterly

HC 1 Drill Down Category: Type of position

Type of Position

- Leadership positions
- Medical/credentialed positions
- Support staff
- Non-supervisory programmatic staff

PHAB Alignment

11.1.5: A human resource function

This indicator contributes to the PHAB measures by providing health department leadership with information about the performance of human resource staff. It is important that hiring practices are effective and that human resource are skilled in recruiting and hiring staff.

Operational Definitions

Authorized health department employment position: An authorized public health position is a full or part-time employment listing that has been approved and funding allocated by management.

Filled: A position is considered filled as of the first day the hired full or part-time employee is paid.

Quarterly: This indicator should be reported every 3 months during a health department's 12-month cycle (i.e., fiscal year, grant year, or calendar year). Note: the reporting frequency for this indicator may be better suited as semi-annually.

Possible data sources: Health Department Human Resource database and/or recruitment records.