

# 11i HUMAN RESOURCES MANAGEMENT FOR HEALTHCARE

## KEY BENEFITS

Oracle Human Resources Management for Healthcare **key benefits:**

- Reduce labor costs
- Proactively identify workforce trends
- Reduce time to fill positions
- Easily define new programs to retain key staff
- Monitoring of Continuing Medical Education

## KEY FEATURES

Oracle Human Resources Management for Healthcare **key features:**

- Real Time intelligence
- On-Line Recruiting
- Total Compensation View
- Competency Tracking and Organizational Learning
- Self-Service Model

*Would you like to analyze your workforce effectiveness and identify potential shortages proactively? Would you like to improve care delivery by implementing programs that will attract and retain quality healthcare professionals? Would you like to introduce the best human resources self-service model to reduce administration costs and provide better information to your staff? Oracle is committed to helping healthcare organizations achieve these goals by delivering an integrated Human Resources Management for Healthcare solution, which improves workforce management by automating and streamlining the recruitment, development, and retention process, and providing analytics for better business decisions. Healthcare organizations can now focus on service delivery rather than administrative processes.*

## Overview

As healthcare organizations struggle to streamline and automate their workforce management – do more with less – empowering the workforce is key to attracting and retaining the best employees and clinicians, reducing administrative costs and improving quality of patient care. Workforce empowerment involves eliminating bottlenecks and enabling employees and clinicians to become responsible for managing their own information, including personal profiles, benefits and expenses. To achieve this goal, organizations require applications that are easy to use, offer self-service capabilities and are integrated with critical enterprise systems. Oracle Human Resources (HRMS) provides your staff the tools to manage the full spectrum of human resources functions, from recruitment through retirement to budgeting and planning decisions linked to human resource management. This solution empowers healthcare organizations to achieve the following results:

- Automation of the hiring process
- Optimization of workforce – Improve productivity, employee satisfaction and retention
- Reduction in related labor and administrative costs while dramatically improving service
- Meaningful delivery of workforce intelligence

## Streamline and Automate the Hiring Process

A healthcare organization's ability to differentiate themselves assists in attracting and retaining quality employees. To stay ahead of the competition, healthcare organizations are deploying online portals to provide a collaborative environment for real-time recruitment.

**Oracle iRecruitment** is a full-cycle online recruiting solution focused on the manager-recruiter-candidate hiring relationship. This end-to-end recruitment offering incorporates all aspects of applicant tracking with capabilities that allow managers, recruiters and candidates to fully manage the entire recruiting cycle via a self-service interface. Oracle iRecruitment can assist Healthcare organizations to access a wider pool of applicants via the Web and reduce the time to fill positions. As human capital is a significant component of any healthcare organization, it is

necessary that your workforce management strategy include the recruitment process. For this reason, Oracle iRecruitment is deeply integrated with Oracle HR in order to share and leverage common information. Information that is shared between Oracle HR and Oracle iRecruitment includes:

- Competencies and job qualifications
- Applicant assignments, job requisitions and vacancies
- Recruitment activity
- Employee information and applicant information
- Compensation packages by role
- Budgets to justify the acquisition of more headcount
- Benefits information for new hire enrollment.

### **Improve Workforce – Productivity, Satisfaction and Retention**

The most valuable asset to a healthcare organization – employee and staff competencies – consists of the behavior, knowledge and skills each individual brings to the organization and their role. By delivering the tools necessary to properly assess and measure the workforce, you can far more easily align employee capabilities and aspirations with organization objectives and your enterprise can then rapidly deploy the best healthcare resources for maximum employee productivity, satisfaction, and retention.

### **Integrate Employee Development Throughout the Enterprise**

The manual processes involved in capturing, measuring, and developing the skills of employees and matching them to job requirements has proven difficult in the past. With Oracle HRMS, healthcare organizations can efficiently identify, measure, and record employee competencies. This solution streamlines the tasks of recording and storing data, allowing the development of a single source for quick and efficient information retrieval. Organizations can now conduct HR activities from career and succession planning through candidate placement, and subsequent performance appraisals with ease. Healthcare facilities and departments can accurately review and measure their workforce competencies and responsibilities against the enterprise's goals, thus removing unnecessary barriers between management and the timely information they need for optimal proficiency.

### **Systematically Grow and Reward Talent**

Attracting and retaining quality healthcare employees and clinicians is a critical challenge for healthcare organizations worldwide. Successfully meeting this challenge can translate to significant improvement in patient care and dramatic cost savings.

*Oracle HRMS Payroll, Time Management, and Advanced Benefits* package provides the only-date configurable definitions for compensation components and related calculations. The result? Your organization can respond more rapidly to changing trends in compensation and benefit policies and allow employees to tailor their overall compensation packages to reflect their own personal needs and preferences.

*Oracle Training Administration (OTA)* plays an important role in an organization's strategy of ensuring that staff, business partners etc. have the skills and competencies required to fulfill their jobs. The rapid changes in healthcare organizations and delivery facilities place significant stresses on the staff, particularly where these changes demand new skills, new ways of working and new ways of measuring success of staff. OTA is a fully integrated training application for

both your internal and external training needs. Through its integration with Oracle iLearning, Oracle Training Administration is a single source for training delivery and record-keeping including JCAHO certification. Oracle Training Administration allows you to manage personal development activities, which improve skills through such methods as remote site learning, self-paced self-study, work experience, formal in-class sessions, external seminars or conferences. Oracle Training Administration allows you to manage data for each activity such as budgets, maximum attendance, success criteria, objectives, and sponsoring organizations.

*Oracle iLearning* is an enterprise learning management system (LMS). As a component of Oracle HRMS, or as a stand alone LMS, Oracle iLearning provides a cost effective platform for delivering and managing personalized learning to anyone, anytime, anywhere. Oracle iLearning maximizes your organizational reach with consistent, standardized global learning for employees, customers, and business partners.

### **Control Workforce Costs and Improve Service to Employees and Managers**

Personnel costs constitute approximately 60% of the total expenses for an average healthcare organization. Therefore, controlling and lowering administrative and labor costs can improve the bottom line and enable healthcare professionals to focus on the critical business of delivering quality care. Much of this cost reduction can be achieved through the provision of best in class Employee and Manager Self-Service capabilities. Employees have the ability to manage their own information, including personal profiles, benefits, expenses, vacation, training and appraisals. Managers can now accomplish many personnel administration tasks such as employee transfers, promotions and career planning on-line rather than having to fill out paper forms. These on-line transactions can be automatically routed for approval as your organization requires therefore, eliminating the paper work bottleneck.

### **Deliver Workforce Intelligence for Improved Decision Making**

With the recent focus on managing medical staff shortages– maintaining adequate care coverage and reducing waiting list times – hospitals need up to date information on their treatment capacity or employee to patient ratios. Failure to predict shortages and proactively implement programs to attract and retain quality staff could mean that patients would have to be turned away or transferred to other facilities. Oracle HRMS provides today’s healthcare organizations with business intelligence solutions to assist in identifying potential workforce shortages before they become critical and provides an integrated solution to analyze workforce trends for improved decision making.

### **Integration**

Oracle HRMS is part of the Oracle E-Business Suite, an integrated set of applications that are engineered to work together. Oracle E-Business Suite applications are built on a single data model and engineered on a common technology framework that leverages a powerful workflow engine to enable the automation of end-to-end processing from contracting to payment. Data is stored just once, in one place providing a single source of truth and enables end-to-end automation of internal operations allowing the enterprise to significantly reduce internal operating costs while improving service levels.

Oracle Corporation  
World Headquarters  
500 Oracle Parkway  
Redwood Shores, CA 94065  
U.S.A.  
Worldwide Inquiries:  
Phone: +1.650.506.7000  
Fax: +1.650.506.7200  
[oracle.com/industries/healthcare](http://oracle.com/industries/healthcare)

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