 FTE calculation working group agenda

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| Meeting administration |  |
| Date: | Time: |
| Location: |
| Teleconference number: |
| Documents: |

# Agenda

## Apologies

## Additional agenda items

## Confirm previous minutes

## Review previous actions

## FTE calculation implementation

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| Items | Presenter  | Time allowed |
| * 1. Progress against plan
* Strategy for completion
* Data collection & quality checks
* Validate data inputs
* Ward context assessment
* FTE calculation check list
* FTE calculation report
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| 5.2 Communications |  |  |
| 5.3 Partnership feedback |  |  |
| 5.4 Project impact assessment* Current DHB projects, planned e.g. patient management systems, TrendCare upgrades, audits
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| 5.5 Other business* Intersection with other components
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