

PARTICIPANT HANDOUTS

HOW TO COMPLETE THE 2023 SALARY SURVEY TOOL



Community
Health
Association of
Mountain/
Plains
States



NORTHWEST
REGIONAL
PRIMARY CARE
ASSOCIATION

PRESENTER

Andrea Martin, Workforce Development & Member Services Director
Community Health Association of Mountain/Plains States

LIVE BROADCAST DATE/TIME

Wednesday, March 15, 2023

11:00AM – 12:00PM Mountain Time / 12:00 – 1:00PM Central Time

TARGET AUDIENCE

Region VIII and Region X health center and Primary Care Association staff responsible for working on the 2023 Abbreviated Health Center Salary and Benefits Survey.

EVENT OVERVIEW

This 60-minute online meeting will provide information and tips to help Region VIII and Region X health centers submit data for the 2023 Abbreviated Health Center Salary Survey. CHAMPS will review both the survey instructions (PDF) and the survey tool (Excel), emphasizing key instructions while highlighting specifics of the abbreviated survey and addressing common errors. The presentation will be recorded for future reference, and participation in this event is FREE for all health centers and Primary Care Associations in Region VIII and Region X.

EVENT RECORDING

This event will be archived online. This online version will be posted within two weeks of the live event and will be available throughout the data collection period for this survey. For information about all CHAMPS archives, please visit <http://champsonline.org/events-trainings/distance-learning/online-archived-champs-distance-learning-events>.

HANDOUT CONTENTS

Page 2: Description of CHAMPS, Speaker Biography, Related CHAMPS Resources

Pages 3-11: Slides

DESCRIPTION OF CHAMPS

Community Health Association of Mountain/Plains States (CHAMPS) is a non-profit organization dedicated to supporting all Region VIII (CO, MT, ND, SD, UT, and WY) federally-designated Community, Migrant, and Homeless Health Centers so they can better serve their patients and communities. Currently, CHAMPS programs and services focus on education and training, collaboration and networking, workforce development, policy and funding communications, and the collection and dissemination of regional data. Staff and board members of [CHAMPS Organizational Members](#) receive targeted benefits in the areas of business intelligence, networking and peer support, recognition and awards, recruitment and retention, training discounts and reimbursement, and more. **For over 35 years, CHAMPS has been an essential resource for Community Health Center training and support!** Be sure to take advantage of CHAMPS' programs, products, resources, and other services. For more information about CHAMPS, please visit www.CHAMPSonline.org. The Happenings box on the lower left side of the CHAMPS home page highlights the newest CHAMPS offerings, while the CHAMPS Membership box on the lower right side of the page lists current benefits for CHAMPS Organizational Members.

SPEAKER BIOGRAPHY

Ms. Martin has worked with CHAMPS for over 18 years, developing, presenting, and coordinating educational events for human resources and other staff members at community, migrant, and homeless health centers across Region VIII (CO, MT, ND, SD, UT, and WY). Additionally, she oversees the collection and analysis of a wide variety of health center workforce metrics to assess the environment of the region, support health center efforts to improve recruitment and retention programs and financial performance, and guide future CHAMPS support programs. Prior to joining CHAMPS, Ms. Martin provided educational programming for a variety of non-profit institutions in the Denver area, including the Denver Museum of Nature and Science and the Downtown Aquarium. She has a Bachelor of Arts degree from Luther College in Decorah, Iowa, with a Certification in Museum Studies.

RELATED CHAMPS RESOURCES

- CHAMPS Region VIII Health Center Salary Surveys & Reports: <http://champsonline.org/tools-products/publications-electronic-media/champs-publications#salary>
- CHAMPS Region VIII Health Center Workforce Metrics, Clinical Staffing, and Provider Productivity Expectations Reports: http://champsonline.org/tools-products/publications-electronic-media/champs-publications#staffing_expectations
- CHAMPS Recruitment and Retention Resources: <http://champsonline.org/tools-products/rrresources>
- CHAMPS Job Opportunities Bank: <http://champsonline.org/job-bank>
- About CHAMPS Workforce Development Program: <http://champsonline.org/about/workforce-development>
- CHAMPS Workforce Resources Website Tutorial: <http://champsonline.org/site-map/champs-website-tutorials#wf>

2023 Abbreviated Region VIII/ Region X Health Center Salary, Benefits, & Turnover Survey



Community
Health
Association of
Mountain/
Plains
States



How to Complete the 2023 Salary Survey Tool Distance Learning Event

Wednesday, March 15, 2023

10:00-11:00AM Pacific Time

11:00AM-12:00PM Mountain Time

12:00-1:00PM Central Time

*Thank you for joining us!
The event will begin shortly.*

Presented by:

Andrea Martin, CHAMPS Workforce Development & Member Services Director

andrea@championline.org

This event is being recorded. Participants will be joined in listen-only mode.

Audience Question

How many people
are watching this event at
your computer
(including yourself)?

Use the Chat feature to reply.

2023 Abbreviated Survey

- The larger salary, benefits, turnover, and vacancy survey occurs every two years (most recently in 2022).
- This 2023 abbreviated “critical positions” survey will provide:
 - Up-to-date comparative compensation figures for 16 titles (admin. & clinical leaders, providers, support)
 - Turnover rates for all staff and various staffing groups

How to Complete the 2023 Salary Survey Tool – 03/15/23



Audience Poll

How many times have you personally used the CHAMPS or NWRPCA tool to submit data for this Region VIII/Region X survey?

- Never Before
- 1-2 Times
- 3+ Times



Ongoing Assistance

- A recording of this event will be available
- Additional Questions?
 - Region VIII (MT, ND, SD, UT, WY):
andrea@champsonline.org (Andrea Martin)
 - Region VIII (CO):
smacrander@cchn.org (Sarah Macrander)
 - Region X (AK, ID, OR, WA)
BIX@nwrpca.org (Alexcia Devasquez)



Region VIII Survey Support Materials

2023 Region VIII Salary Survey Tool

- <http://champsonline.org/assets/files/Docs/2023-CHAMPS-RVIII-SalarySurveyTOOL.xlsx>

2023 Region VIII Salary Survey Instructions

- <http://champsonline.org/assets/files/Docs/2023-CHAMPS-RVIII-SalarySurveyInstructions.pdf>

Region VIII = CO, MT, ND, SD, UT, WY

How to Complete the 2023 Salary Survey Tool – 03/15/23



Region X Survey Support Materials

2023 Region X Salary Survey Tool

- https://bit.ly/23rxcp_tool

2023 Region X Salary Survey Instructions

- https://bit.ly/23rxcp_instructions

Region X = AK, ID, OR, WA

How to Complete the 2023 Salary Survey Tool – 03/15/23



Summary of 2023 Updates

Tab 1 – Contact and Organizational Information

- Now includes the three required Organizational Questions (prev. on tab 5)
- No longer asks about HRIS

Tab 2 – Employee Salary/Benefits

- Includes only 3 administrative and 13 clinical titles
- Column I (Current Annual TOTAL PAY) now auto-calculates

Tab 3 – Turnover

- Updated to collect calendar year 2022 figures
- Used to be tab 4

REMOVED:

- Old Tab 3: Expanded Benefits (this will be back in 2024)
- Old Tab 5: Additional Recruitment & Retention Questions (these will be back in 2024)



Thank You for Participating in the Survey and Joining Us Today!

- Email your completed spreadsheet to the appropriate contact (see slide 5).
- Due Date: Wednesday, April 26, 2023

Questions?

