



FY25 Long Range Plan (LRP):

Workday Adaptive Planning

For Hospitals and Clinics



Duration: 90 Minutes


Training Agenda

- LRP Guidelines
- Statistics
- Revenue
- Expense and Labor
- Allocations

LRP Guidelines

Getting Logged In


[Link to Workday](#)



VUMC Users
Used by VUMC employees, pre-hires, contractors, and volunteers. >

Suppliers
Used by VUMC suppliers. >

Prior Employees
Used by previous VUMC employees or retirees for access. >



Notice

To access many of the features within Workday, you will need to be logged into a VUMC network. You can access a network by being on site in a VUMC location, or through a virtual private network (VPN) connection if working remotely. If you are not logged into a VUMC network, your access will be limited to self-service features only.

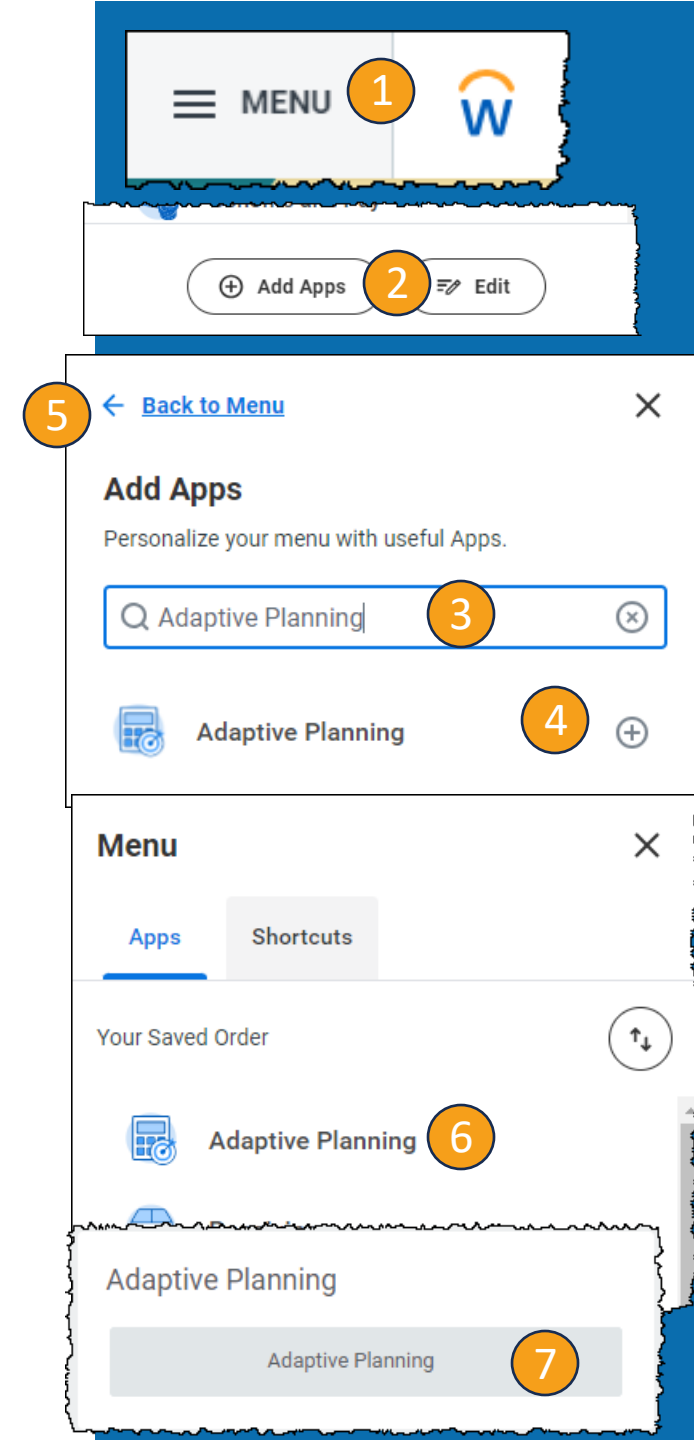
Status

Your system will be unavailable for a maximum of 3 hours during the next Weekly Service Update; starting on Friday, January 19, 2024 at 11:00 PM PST (GMT-8) until Saturday, January 20, 2024 at 2:00 AM PST (GMT-8).

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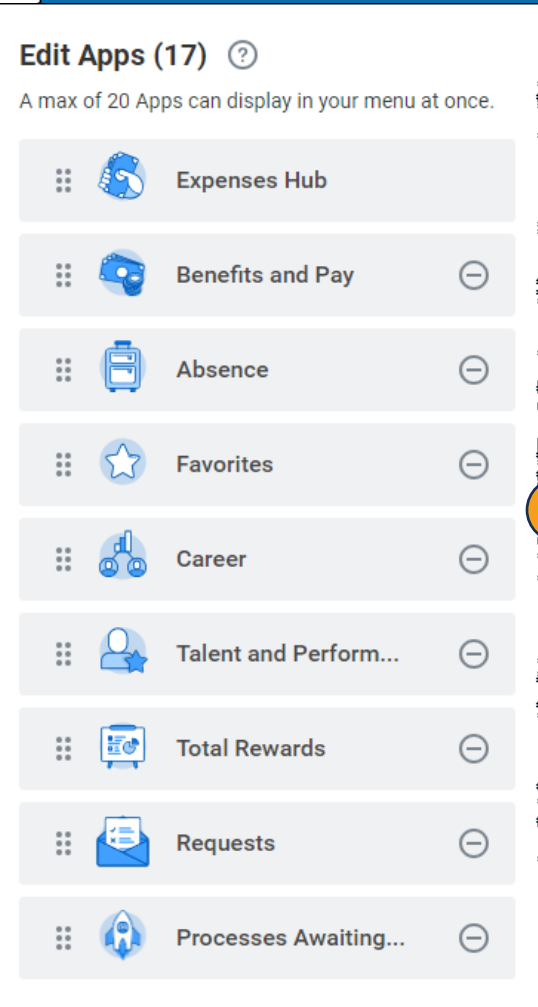
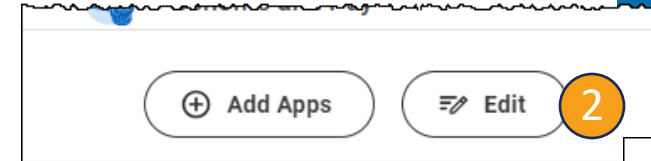
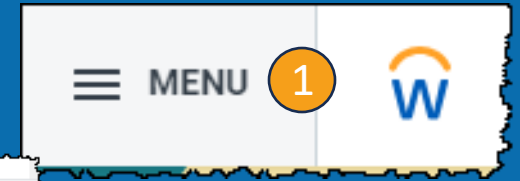
Add Adaptive Planning App to Menu

1. Select the **Menu** icon.
2. Select **Add Apps**.
3. Type **Adaptive Planning** to the search bar.
4. Select the **+ icon** next to Adaptive Planning App.
5. After the app disappears, select **Back to Menu** to return to the main menu and access the app.
6. Select the **Adaptive Planning App** from your main menu.
7. To get to the Adaptive Planning workspace, select **Adaptive Planning**. A new tab will open.

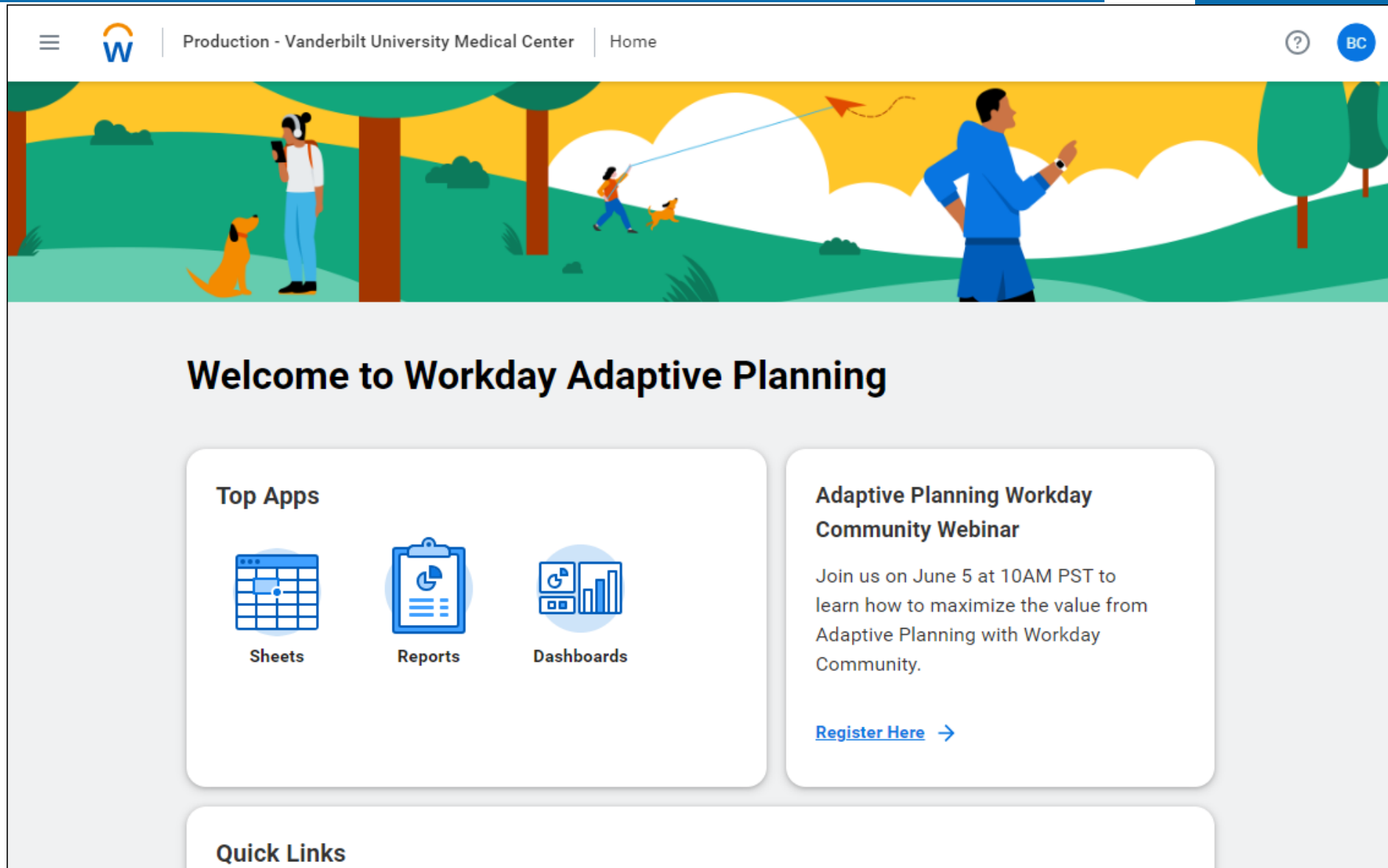


Remove an App from your Menu

1. Select the **Menu** icon.
2. Select **Edit**.
3. Select an app with the – symbol to remove.
4. Select **Save Changes**.
5. Follow the steps on the **Add Adaptive Planning App to Menu slide** to add the Adaptive Planning App.



Adaptive Planning Homepage



The screenshot shows the Workday Adaptive Planning homepage. At the top, there is a navigation bar with the Workday logo, the text "Production - Vanderbilt University Medical Center", and "Home". On the right side of the navigation bar, there are a help icon (?) and a user profile icon labeled "BC". Below the navigation bar is a large, colorful illustration of a park scene with people, trees, and a dog. The main heading is "Welcome to Workday Adaptive Planning". Below this heading, there are two main content areas. The first area, titled "Top Apps", contains three icons: "Sheets" (a calendar icon), "Reports" (a clipboard icon), and "Dashboards" (a bar chart icon). The second area, titled "Adaptive Planning Workday Community Webinar", contains text about a webinar on June 5 at 10AM PST and a "Register Here" link with a right-pointing arrow.

Production - Vanderbilt University Medical Center | Home

Welcome to Workday Adaptive Planning

Top Apps

Sheets Reports Dashboards

Adaptive Planning Workday Community Webinar

Join us on June 5 at 10AM PST to learn how to maximize the value from Adaptive Planning with Workday Community.

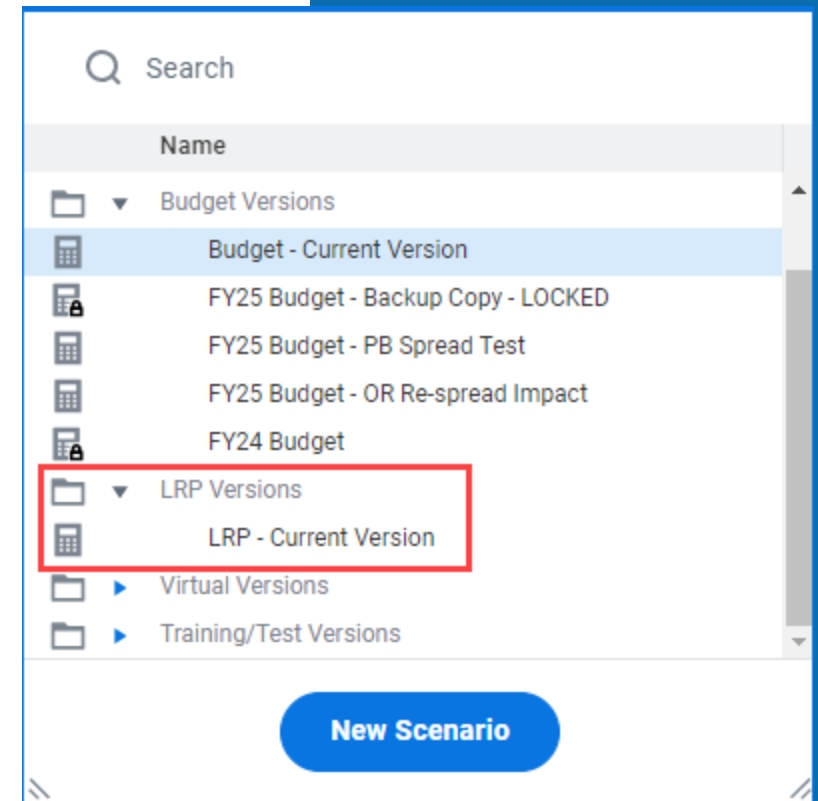
[Register Here](#) →

Quick Links

Versions

For training today, please ensure that you are in the **LRP Test Version**. When you access a sheet or dashboard, it will be in the top right corner of the screen.

When you are working on the actual LRP, please ensure that you are using **LRP – Current Version** to make changes to the data. Information in the training environment will not be saved and cannot be used for the LRP.



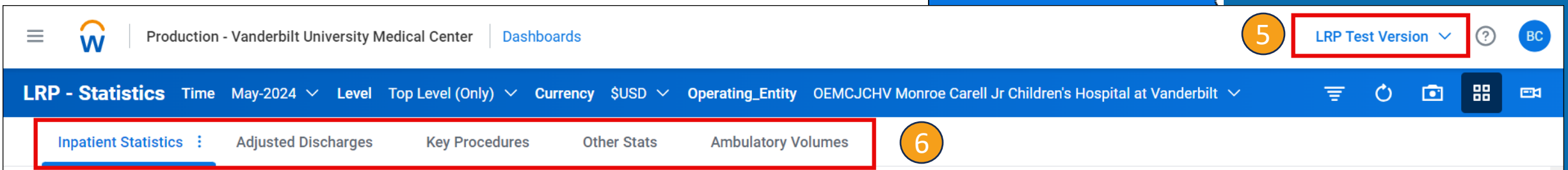
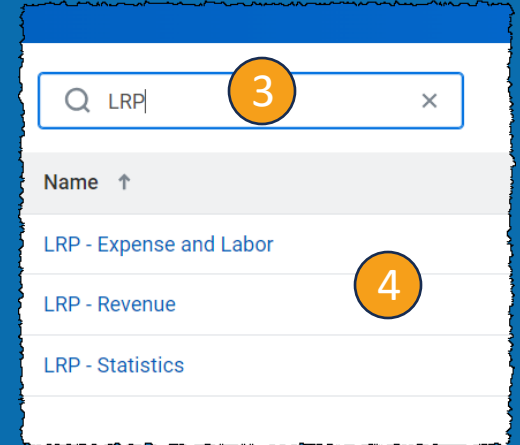
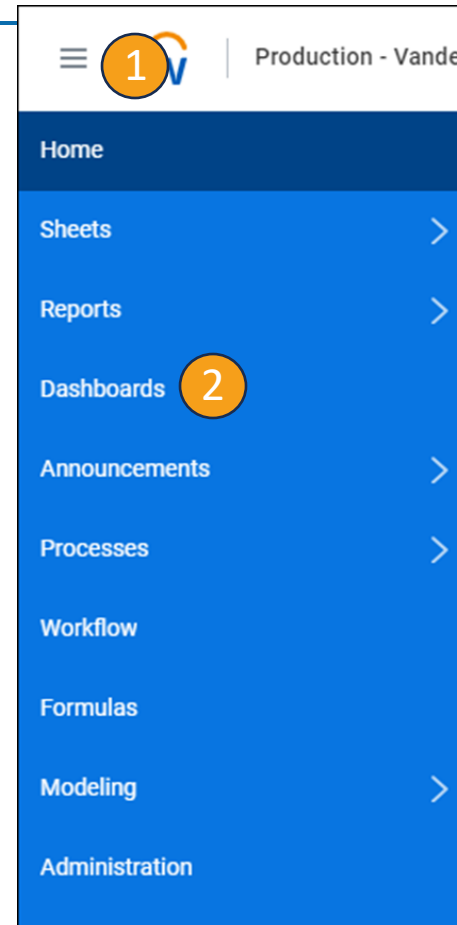
Navigating to Dashboards

1. Select the **Menu** icon.
2. Select **Dashboards**.
3. Type **LRP** to the search bar.
4. Select the **appropriate Dashboard**.
5. Ensure that you are in the **correct version** in the top right corner.

Training: LRP Test Version

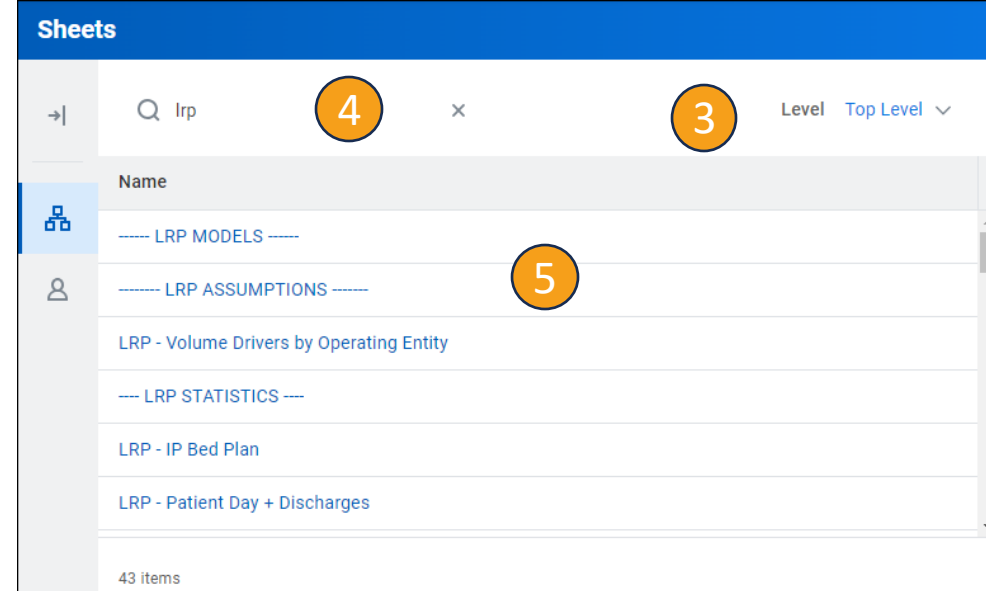
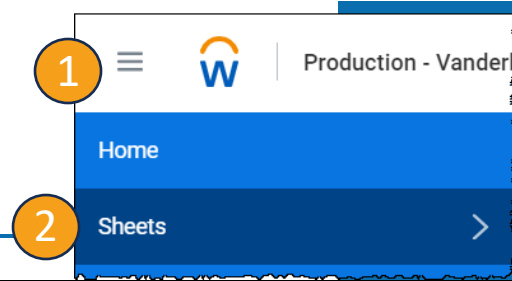
Actual: LRP - Current Version

6. You can select different dashboards to explore using the **tabs** at the top.



Navigating to Sheets

1. Select the **Menu** icon.
2. Select **Sheets**.
3. Ensure that the **Level** is **Top Level** in the top right corner.
4. A list will appear. Type **LRP** to the search tool and press **Enter**.
5. Select the **Appropriate sheet**.
6. Ensure that you are in the correct **Version**.
7. You can use the **options at the top** to filter the sheet.



| # | ACCOUNTS BY TIME | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 | FY2030 |
|---|-------------------------------------|----------|---------|---------|---------|---------|---------|---------|---------|
| 1 | LRP - Ambulatory Volumes | | | | | | | | |
| 2 | Visits - Baseline (Same Store) | 382,541 | 422,151 | 445,324 | 445,324 | 461,558 | 488,020 | 514,852 | 542,060 |
| 3 | Visits - Baseline Growth % | | | | 1.40% | 1.40% | 1.40% | 1.40% | 1.40% |
| 4 | Visits - Baseline Post-Growth | | 422,151 | 445,324 | 451,558 | 468,020 | 494,852 | 522,060 | 549,649 |
| 5 | Visits - Volume Project Adjustments | | | | 10,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| 6 | Visits - Total | | 422,151 | 445,324 | 461,558 | 488,020 | 514,852 | 542,060 | 569,649 |
| 7 | Visits - Total Growth % | -100.00% | 0.00% | 0.00% | 3.65% | 5.73% | 5.50% | 5.28% | 5.09% |

Navigation in Sheets –Right Click in Cell

1. **Copy Forward** – allows you to copy the same number for the entire row.
2. Formula Assistant – Adjust the formula.
3. Adjust – Increase or decrease the overall value of a range of cells. **Adjusting replaces formulas.**
4. Add Note – Add a note to a cell.
5. **Explore Cell** – Gives detailed information about the individual cell.
6. Add Row – Shortcut to add a row to the sheet.
7. **Copy Row** – Copies the row and adds that row to the sheet.
8. Delete Row – Removes Row from the sheet.
9. **Row Details** – Gives detailed information about the row.
10. Display Options – Shortcut to adjust the display options

Copy Forward >

Formula Assistant

Adjust

Add Note

Explore Cell

Add Row

Copy Row

Delete Row

Row Details

Display Options

Override vs Adjustment

While working in the Adaptive Planning Tool, you will need to pay close attention to whether you are Overriding the existing number or Adjusting the existing number.

When you see the word **Override**, the information typed into these cells will **replace** the existing numbers in the sheet.

When you see the word **Adjustment**, the information typed into these cells will **add or subtract** from the existing numbers in the sheet.

Any changes made will appear in **Blue** until saved.

LRP Key Points

- **Labor:** Fixed and Variable Salary Expense per FTE Growth (merit) has been pre-populated with 3.5% for all labor types with some exceptions within the faculty labor type. FTE growth has been loaded at 2% except for some Operating Entities within AE/VMG. Market assumptions will be entered by the budget team for each division.
- **Non-Labor/Other Revenue Growth Assumptions** have been pre-populated based on the image below. All accounts that fall under these corporate account groupings are populated with these growth percentages.

| Corporate Roll Up | 2026 | 2027 | 2028 | 2029 |
|--|------|------|------|------|
| Corporate: Academic and research revenue | 4.0% | 4.0% | 4.0% | 4.0% |
| Corporate: Other operating revenue | 4.0% | 4.0% | 4.0% | 4.0% |
| Corporate: Medical supplies | 3.5% | 3.5% | 3.5% | 3.5% |
| Corporate: Non-medical supplies | 4.0% | 4.0% | 4.0% | 4.0% |
| Corporate: Drug costs | 3.3% | 3.3% | 3.3% | 3.3% |
| Corporate: Supplies and drugs | 4.0% | 4.0% | 4.0% | 4.0% |
| Corporate: Facilities, equipment, and technology | 4.0% | 4.0% | 4.0% | 4.0% |
| Corporate: Services and other | 4.0% | 4.0% | 4.0% | 4.0% |

Key Dates:

- Finalize Volumes by 6/7
- Revenue Teams to begin work on 6/10
- Everything final by 6/28

Statistics



DEMO

LRP - Bed Plan Adjustments

If any changes need to be made on the Bed Planning Sheet, you will use the Bed Plan Adjustment Sheet to make those changes.

1. Select **Add Row** to add an assumption (e.g., a new floor is opening in FY27 and we need to add beds for that year and moving forward).
2. Enter the **Operating Entity, Bed Project** (group of beds), **Bed Plan, Description**, and then enter the **amounts** for the average length of stay for FY26-FY29.
3. Additionally, you can copy an existing row if you want to reuse/edit that information. To copy a row, right click in the row and select **Copy Row**.
4. **Save** when finished. The information will now appear in the Bed Planning sheet, as well as the Patient Days and Discharges sheet.

| # | OPERATING_ENTI... | BED_PROJE... | BED_PL... | DESCRIPTI... | FORMAT | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 | FY2030 |
|---|-------------------|-----------------|-------------|---------------|--------------|--------|--------|--------|--------|--------|--------|--------|--------|
| 1 | OEMCJCHV Monro... | Baseline (s... | Licensed... | Baseline | Ex. 10 fo... | | | | 325.00 | 325.00 | 325.00 | 325.00 | 325.00 |
| 2 | OEMCJCHV Monro... | 12th Floor B... | Licensed... | New Floor ... | Ex. 10 fo... | | | | 38.00 | 38.00 | 38.00 | 38.00 | 38.00 |
| 3 | OEMCJCHV Monro... | Baseline (s... | Licensed... | Baseline | Ex. 10 fo... | | | | 77.60 | 78.70 | 79.80 | 80.80 | 80.80 |
| 4 | OEMCJCHV Monro... | Baseline (s... | Licensed... | Baseline | Ex. 10 fo... | | | | 6.58 | 6.60 | 6.61 | 6.60 | 6.60 |

LRP – Patient Days and Discharges

If you want the information in this sheet to be equal to the budget, no changes need to be made.

1. In each category listed on the left, you will see two different places to override the information that is populated based on the budget: **Patient Day Mix Override** and **ALOS Override**. You can choose to override the numbers for each in that space as needed.
2. **Save** when finished. Please be aware that this sheet will **not** force 100% so you will need to monitor this and do math, as needed.

| # | DISCHARGE_TYPE, ACCOUNTS BY TIME | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 |
|----|----------------------------------|--------|--------|--------|--------|--------|--------|--------|
| 1 | ▼ Discharge_Type | | | | | | | |
| 2 | ▼ Medicine | | | | | | | |
| 3 | ▼ LRP - Patient Day + Discharges | | | | | | | |
| 4 | Patient Days - Calculated | 33,591 | 34,546 | 36,795 | 33,520 | 33,995 | 34,470 | 34,902 |
| 5 | 1 Patient Days Mix | 30.62% | 31.06% | 32.60% | 32.60% | 32.60% | 32.60% | 32.60% |
| 6 | 1 Patient Day Mix Override | | | | 45.00% | 44.80% | 44.60% | 44.70% |
| 7 | Total Patient Days | 33,591 | 34,546 | 36,795 | 46,267 | 46,715 | 47,156 | 47,854 |
| 8 | Discharges - Calculated | 8,259 | 7,758 | 7,797 | 11,376 | 11,486 | 11,594 | 11,766 |
| 9 | ALOS | 4.07 | 4.07 | 4.07 | 4.07 | 4.07 | 4.07 | 4.07 |
| 10 | 1 ALOS - Override | | | | 5.00 | | | |
| 11 | Total Discharges | 8,259 | 8,494 | 9,047 | 9,253 | 11,486 | 11,594 | 11,766 |
| 12 | ▶ NeoNate | | | | | | | |

LRP - Key Procedures

1. Scroll through the list to find the Key Procedures for the Operating Entity. Ensure you are adding a percent growth to the **Annual % Change** row.
2. You will see the Final Plan numbers listed for FY23 Actuals, FY24 Forecast, and FY25 Budget listed in the columns.
3. Select **Save** when finished. After saving, you will see the numbers adjust in the Final Plan row for FY26-FY29.

LRP - Key Procedures

Levels Top Level (Only) Operating_Entity OEMCJCHV Monroe Carell Jr Children's Hospital at Vanderbilt

| # | OP_STAT_REV_TYPE, ACCOUNTS BY TIME | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 |
|---|------------------------------------|--------|--------|--------|--------|--------|--------|--------|
| 1 | OP_Stat_Rev_Type | | | | | | | |
| 2 | Cardiac MRI | | | | | | | |
| 3 | LRP - OP Key Procedures | | | | | | | |
| 4 | Annual % Change | 0.00% | | | 5.00% | 10.00% | 15.00% | 20.00% |
| 5 | Final Plan | 76 | 86 | 80 | 84 | 92 | 106 | 127 |
| 6 | GI Endoscopy | | | | | | | |
| 7 | LRP - OP Key Procedures | | | | | | | |
| 8 | Annual % Change | 0.00% | | | 5.00% | 5.00% | 5.00% | 5.00% |
| 9 | Final Plan | 5,604 | 5,645 | 5,531 | 5,808 | 6,098 | 6,403 | 6,723 |

LRP – Other Outpatient Stats

1. This sheet is similar to Key Procedures but only contains **3 subsets**. If you do not have these subsets in your operating entity, the row will show as blank.
2. If there are stats that you want to plan for, you will enter the appropriate growth percentage to the **Annual % Change** row to make those adjustments.
3. Select **Save** when finished.

| # | ACCOUNTS BY TIME | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 |
|---|------------------------|--------|--------|--------|--------|--------|--------|--------|
| 1 | LRP - Other Statistics | | | | | | | |
| 2 | IP Surgeries | | | | | | | |
| 3 | Annual % Change | 0.00% | | 3.00% | 3.00% | 3.00% | 3.00% | 3.00% |
| 4 | Final Plan | 4,541 | 4,856 | 4,865 | 5,011 | 5,161 | 5,316 | 5,476 |
| 5 | Deliveries | | | | | | | |
| 6 | Annual % Change | 0.00% | | | | | | |
| 7 | Final Plan | 267 | 0 | | 0 | 0 | 0 | 0 |
| 8 | ED Visits | | | | | | | |

Current currency values USD - United States of America, Dollars

LRP – Ambulatory Volumes

1. On this sheet, you can add the **Baseline Growth %** based on your growth assumptions for FY26-FY29.
2. Select **Save** when finished.

LRP - Ambulatory Volumes

Levels Top Level (Only) Operating_Entity OEMCJCHV Monroe Carell Jr Children's Hospital at Vanderbilt

| # | ACCOUNTS BY TIME | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 |
|---|-------------------------------------|----------|---------|---------|---------|---------|---------|---------|
| 1 | LRP - Ambulatory Volumes | | | | | | | |
| 2 | Visits - Baseline (Same Store) | 382,541 | 422,151 | 445,324 | 445,324 | 461,558 | 488,020 | 514,852 |
| 3 | Visits - Baseline Growth % | | | | 1.40% | 1.40% | 1.40% | 1.40% |
| 4 | Visits - Baseline Post-Growth | | 422,151 | 445,324 | 451,558 | 468,020 | 494,852 | 522,060 |
| 5 | Visits - Volume Project Adjustments | | | | 10,000 | 20,000 | 20,000 | 20,000 |
| 6 | Visits - Total | | 422,151 | 445,324 | 461,558 | 488,020 | 514,852 | 542,060 |
| 7 | Visits - Total Growth % | -100.00% | 0.00% | 0.00% | 3.65% | 5.73% | 5.50% | 5.28% |

Current currency values USD - United States of America, Dollars

LRP – Ambulatory Volume Adjustments

1. Similar to the LRP - Bed Plan Adjustments sheet, you can add rows to this sheet giving growth assumptions for Ambulatory Volumes. For example, if you know that there is a clinic opening or closing in the coming years, you can add information on that here. Select **Add Row**.
2. Enter the **Operating Entity**, type in an **OP Volume Project** (examples below), **Clinical Department**, **Comment**, and **Dollars** for FY26-FY29.
3. Select **Save** when finished. The LRP – Ambulatory Volumes sheet will change after saving.

LRP - Ambulatory Volume Adjustments

| # | OPERATING_ENTI... | OP_VOLUME_PROJECTS | FCST_CLINICAL_DEPT | COMMENTS | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 | FY2030 |
|---|-------------------|-----------------------|--------------------|---------------------|--------|--------|--------|-----------|------------|------------|------------|------------|
| 1 | OEMCJCHV Monro... | Open New Clinic Space | MEDICINE | | | | | 10,000.00 | 20,000.00 | 20,000.00 | 20,000.00 | 20,000.00 |
| 2 | OEMCJCHV Monro... | Close Clinic | PEDIATRICS | Clinic closing FY27 | | | | | -50,000.00 | -50,000.00 | -50,000.00 | -50,000.00 |

Showing rows 1-2 of 2.

Revenue



DEMO

LRP – IP Revenue (Gross Net)

Only the Central Revenue Team will update the inputs on this sheet.

1. Expand each category and review the information under **Patient Days**.
2. Fields that can be overridden by the Central Revenue Team are **Payer Mix %**, **Gross Revenue per Discharge**, and **Net Revenue per Discharge**.
3. Select **Save** when finished.

LRP - IP Revenue (Gross + Net)

Levels Top Level (Only) Operating_Entity OEMCJCHV Monroe Carell Jr Children's Hospital at Vanderbilt Patient_Type Inpatient

| # | DISCHARGE_TYPE, PAYOR, ACCOUNTS BY TIME | FY2024 | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 |
|----|--|-------------|-------------|-------------|-------------|-------------|-------------|
| 1 | Discharge_Type | | | | | | |
| 2 | Medicine | | | | | | |
| 3 | Payor | | | | | | |
| 4 | PC001 Commercial | | | | | | |
| 5 | LRP - Inpatient Revenue | | | | | | |
| 6 | 1 Patient Days | 34,546 | 36,795 | 46,267 | 46,715 | 47,156 | 47,854 |
| 7 | Discharges | 8,494 | 9,047 | 9,253 | 11,486 | 11,594 | 11,766 |
| 8 | CMI (Input) | | | 2.0 | 2.1 | 2.1 | 2.1 |
| 9 | Payer Mix % (FCST/BUD) | 14.70% | 13.60% | 13.60% | 13.60% | 13.60% | 13.60% |
| 10 | 2 Payer Mix % - Override (Input) | | | 14.70% | 14.70% | 14.70% | 14.70% |
| 11 | Total Discharge by Payor | 1,249 | 1,230 | 1,360 | 1,688 | 1,704 | 1,730 |
| 12 | Gross Revenue | | | | | | |
| 13 | Gross Revenue per Discharge (FCST/BUD) | 71,223 | 71,223 | 71,223 | 71,223 | 71,223 | 71,223 |
| 14 | 2 Gross Revenue per Discharge - Override (Input) | | | | | | |
| 15 | Gross Revenue | 88,957,2... | 87,604,0... | 96,862,9... | 120,224,... | 121,363,... | 123,215,... |
| 16 | Net Revenue | | | | | | |
| 17 | 2 Net Revenue per Discharge (FCST/BUD) | 29,466 | 29,466 | 29,466 | 29,466 | 29,466 | 29,466 |
| 18 | 2 Net Revenue per Discharge - Override (Input) | | | | | | |
| 19 | Total Net Per Adjustment % | | | | | | |
| 20 | Payer Contract Escalator % (Input) | | | | | | |
| 21 | Acuity % (Input) | | | | | | |
| 22 | Efficiency % (Input) | | | | | | |
| 23 | Other/RCA True-Up (%) | | | | | | |
| 24 | Total | | | | | | |
| 25 | Final Net Revenue per Discharge | 29,466 | 29,466 | 29,466 | 29,466 | 29,466 | 29,466 |
| 26 | Net Revenue | 36,802,6... | 36,242,8... | 40,073,3... | 49,738,1... | 50,209,5... | 50,975,6... |
| 27 | Adjustment (Charity, Bad Debt, Contractual) | -52,154,... | -51,361,... | -56,789,... | -70,485,... | -71,154,... | -72,239,... |
| 28 | Bad Debt | 0 | 0 | 0 | 0 | 0 | 0 |
| 29 | Charity | 0 | 0 | 0 | 0 | 0 | 0 |
| 30 | Contractual | -52,154,... | -51,361,... | -56,789,... | -70,485,... | -71,154,... | -72,239,... |

PB wRVU Growth Assumption

1. If you have PB Revenue in your entity, you can use this sheet to put your **growth percentages** in for **Clinic Visits, OR Cases, and Other**.
2. Select **Save** when finished.
3. After percentages are saved, they will populate on the **PB Revenue Tab**.

| PB wRVU Growth Assumption | | | | | | | | | |
|--|---------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|
| Levels Top Level (Only) Operating_Entity OEMCJCHV Monroe Carell Jr Children's Hospital at Vanderbilt | | | | | | | | | |
| # | VOLUME_BUCKET, ACCOUNTS BY TIME | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 | FY2030 |
| 1 | ▼ Clinic Visits | | | | | | | | |
| 2 | PB wRVU Growth % | | | 1 | 10.00% | | | | |
| 3 | Total | | | | 10.00% | | | | |
| 4 | ▼ OR Cases | | | | | | | | |
| 5 | PB wRVU Growth % | | | | 10.00% | | | | |
| 6 | Total | | | | 10.00% | | | | |
| 7 | ▼ Other | | | | | | | | |
| 8 | PB wRVU Growth % | | | | 10.00% | | | | |
| 9 | Total | | | | 10.00% | | | | |

Current currency values USD - United States of America, Dollars

| | | | |
|----------------------------|---|------------|---------------------------|
| emic, Research, and Oth... | 3 | PB Revenue | VMG - PB Revenue Categori |
|----------------------------|---|------------|---------------------------|

LRP – OP Gross Revenue

1. On this sheet you can make adjustments to the dollar amount in the **Amount Adjustment (\$\$)**. Please note that an adjustment is adding or subtracting from the Final Plan amount, not replacing it. This process will require some math if you need to make adjustments for any account.
2. Select **Save** when finished.

LRP - OP Gross Revenue

Levels Top Level (Only) Patient_Type Outpatient Operating_Entity OEMCJCHV Monroe Carell Jr Children's Hospital at V

| # | OP_STAT_REV_TYPE, ACCOUNTS BY TIME | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 |
|---|------------------------------------|----------|-----------|----------|----------|----------|----------|----------|
| 1 | OP_Stat_Rev_Type | | | | | | | |
| 2 | Cardiac MRI | | | | | | | |
| 3 | LRP - OP Gross Revenue | | | | | | | |
| 4 | Variable Statistic | 76 | 86 | 80 | 84 | 92 | 106 | 127 |
| 5 | OP Gross Revenue - Global Growth % | | | | | | | |
| 6 | Variable Per Unit Amount | 3,695.14 | 3,771.... | 3,844.94 | 3,661.85 | 3,328.95 | 2,894.74 | 2,412.28 |
| 7 | Amount including Growth | 280,830 | 325,446 | 305,782 | 305,782 | 305,782 | 305,782 | 305,782 |
| 8 | Amount Adjustment (\$\$) | 0 | | | 5,000 | 10,000 | 10,000 | 15,000 |
| 9 | Final Plan | 280,830 | 325,446 | 305,782 | 310,782 | 315,782 | 315,782 | 320,782 |

LRP – Academic, Research, and Other Revenue

1. If you have other revenue, you can plan for it on this sheet. Please note that **Other Operating Revenue** is account **4300**.
2. Where you have existing data, you can override the Final Plan on this sheet using the **Override row**.
3. Select **Save** when finished.
4. The **Final Plan** row will change after saving.

LRP - Academic, Research, and Other Re...

Levels Top Level (Only) Operating_Entity OEMCJCHV Monroe Carell Jr Children's Hospital at Vanderbilt Department_Group Department_Group (Uncategorized) Account_Type Income

| # | ACCOUNT_PARENT, FCST_LRP_ACCOUNT, ACCOUNTS BY TIME | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 |
|-----|--|----------|--------|--------|--------|--------|--------|--------|
| 138 | ▶ 4230:Endowment Distributions | | | | | | | |
| 152 | ▼ 4300:Other Operating Revenue | | | | | | | |
| 153 | ▼ FCST_LRP_Account | | | | | | | |
| 154 | ▼ 4300 Other Operating Revenue - No Category | | | | | | | |
| 155 | ▼ LRP - Academic/Research/Other Revenue | | | | | | | |
| 156 | Plan | -934,935 | 97,335 | 5,566 | 5,566 | 5,566 | 5,566 | 5,566 |
| 157 | Growth Rate | | | | | | | |
| 158 | Override | -934,935 | | | 6,000 | 6,500 | 7,000 | 7,500 |
| 159 | Final Plan | -934,935 | 97,335 | 5,566 | 6,000 | 6,500 | 7,000 | 7,500 |

LRP – PB Revenue

1. Ensure you select a **department** to edit this sheet.
2. On this sheet, you can override **wRVU/ASA – Override row**, **Charges – Average Rate Override row**, and **Collections – Per wRVU Override row**. Making changes to these rows will change the data in the Final Plan row for each category. Please note that if you want to make changes to the Growth %, you will need to return to the OP Gross/PB wRVU Growth Tab.
3. Select **Save** when finished.

Department_Group (Uncategorized) 1

Department_Group Selected

Search

Name

- Department_Group
 - Advanced Nurse Faculty Practice
 - Advanced Practice Nursing
 - Anesthesiology
 - Animal Department
 - Buildings Transition MCA Non-Sha...
 - Center for Biomedical Ethics and S...
 - Center for Patient and Professiona...
 - Center for Quantitative Sciences
 - Central Administration Department
 - CEO/COO Shared MCA Shared
 - CH Fund Unrestricted MCA Non-Sh...

Apply Cancel

All rights reserved.

LRP - PB Revenue

Levels Top Level (Only) Operating_Entity OEMCJCHV Monroe Carell Jr Children's Hospital at Vanderbilt Department_Group Department_Group (Uncategorized) 3

| # | VOLUME_BUCKET, ACCOUNTS BY TIME | FY2024 | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 |
|----|-----------------------------------|--------|----------|----------|----------|----------|----------|
| 1 | Volume_Bucket | | | | | | |
| 2 | Clinic Visits | | | | | | |
| 3 | LRP - PB Revenue | | | | | | |
| 4 | Work RVUs/ASA | | | | | | |
| 5 | wRVU/ASA - Plan | | 4,672.0 | 5,139.0 | 5,139.0 | 5,139.0 | 5,139.0 |
| 6 | wRVU/ASA - Growth % | | | 10.00% | | | |
| 7 | wRVU/ASA - Override | | | | | | |
| 8 | wRVU/ASA - Final Plan | | 4,672.0 | 5,139.0 | 5,139.0 | 5,139.0 | 5,139.0 |
| 9 | Charges | | | | | | |
| 10 | Charges - Plan | | 820,576 | 904,464 | 904,464 | 904,464 | 904,464 |
| 11 | Charges - Average Rate Per wRVU | 0.0 | 176.0 | 176.0 | 176.0 | 176.0 | 176.0 |
| 12 | Charges - Average Rate Override | | | | | | |
| 13 | Charges - Per wRVU Final Plan | 0.0 | 176.0 | 176.0 | 176.0 | 176.0 | 176.0 |
| 14 | Collections | | | | | | |
| 15 | Collections - Plan | | 325,601 | 359,730 | 359,730 | 359,730 | 359,730 |
| 16 | Collections - Per wRVU | 0.0 | 70.0 | 70.0 | 70.0 | 70.0 | 70.0 |
| 17 | Collections - Per wRVU Override | | | | | | |
| 18 | Collections - Per wRVU Final Plan | 0.0 | 70.0 | 70.0 | 70.0 | 70.0 | 70.0 |
| 19 | Collections - Rate % | 0.00% | 39.77% | 39.77% | 39.77% | 39.77% | 39.77% |
| 20 | Deductions | 0 | -494,975 | -544,734 | -544,734 | -544,734 | -544,734 |
| 21 | Total Deductions | | | | | | |
| 22 | Bad Debt | 0 | 0 | 0 | 0 | 0 | 0 |
| 23 | Charity | 0 | 0 | 0 | 0 | 0 | 0 |
| 24 | Contractual Adjustments | 0 | -494,975 | -544,734 | -544,734 | -544,734 | -544,734 |
| 25 | Total | 0 | -494,975 | -544,734 | -544,734 | -544,734 | -544,734 |

LRP - Consolidated Revenue

1. This sheet contains the information from the various Revenue sheets.
Review by scrolling through the table.
2. Select the three dots and then select **Download** for your records.

LRP - Consolidated Revenue

Levels Top Level (Only) Account_Type Income Operating_Entity OEMCJCHV Monroe Carell Jr Children's Hospital at Vanderbilt Department_Group Department_Group (Uncategorized)

| # | ACCOUNT_PARENT, FCST_LRP_ACCOUNT, ACCOUNTS BY TIME | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 | FY2028 |
|----|---|--------|-------------|--------|--------|--------|--------|
| 1 | 4000:Inpatient Revenue | | | | | | |
| 2 | FCST_LRP_Account | | | | | | |
| 3 | 4000 Inpatient Revenue - No Category | | | | | | |
| 4 | Total | | | | | | |
| 5 | Hidden | | | | | | |
| 8 | 4000_RC016 Inpatient Revenue - Inpatient Accounts Receivable | | | | | | |
| 9 | Total | | | | | | |
| 10 | Hidden | | | | | | |
| 13 | 4000_RC026 Inpatient Revenue - Inpatient: Gross Revenue Interim Bill | | | | | | |
| 14 | Total | | | | | | |
| 15 | Hidden | | | | | | |
| 18 | 4000_RC027 Inpatient Revenue - Inpatient: Revenue Transfers | | | | | | |
| 19 | Total | | 6,219,687 | | | | |
| 20 | Hidden | | | | | | |
| 23 | 4000_RC136 Inpatient Revenue - Inpatient: EPIC HB Nurse Care Med/Surg | | | | | | |
| 24 | Total | | 150,521,... | | | | |
| 25 | Hidden | | | | | | |
| 28 | 4000_RC137 Inpatient Revenue - Inpatient: EPIC HB Nurse Care Icu | | | | | | |
| 29 | Total | | 388,702,... | | | | |

ROW

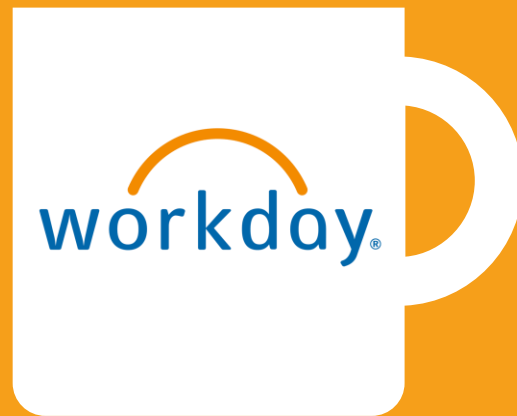
- Add Row
- Row Details

SHEET

- Display Options
- Copy Formulas Mode
- Sheet Notes
- Change Dimensions
- Swap Columns and Rows
- 2** Download
- Reset to Default View
- Refresh Sheet

CELL

Break



Expense and Labor



DEMO

LRP - Non-Labor Expense

1. This sheet contains the baseline growth in each account from the pre-population. If you need to override these numbers, you can do so under each applicable account in the **Override** row. This will change your Final Plan.
2. Select **Save** when finished.

LRP - Non Labor Expense

Levels Top Level (Only) Operating_Entity OEMCJCHV Monroe Carell Jr Children's Hospital at Vanderbilt Department_Group Department_Group (Uncategorized)

Account_Type Account_Type

| # | ACCOUNT_PARENT, FCST_LRP_ACCOUNT, ACCOUNTS BY TIME | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 |
|----|--|-------------|-------------|-------------|------------|-------------|-------------|-------------|
| 1 | Account_Parent | | | | | | | |
| 2 | 6000:Medical Supplies | | | | | | | |
| 3 | FCST_LRP_Account | | | | | | | |
| 4 | 6000:Medical Supplies | | | | | | | |
| 5 | LRP - Non-Labor Expense | | | | | | | |
| 6 | Plan | 52,525,3... | 48,902,3... | 52,645,6... | 54,225,... | 55,851,8... | 57,527,3... | 59,253,1... |
| 7 | Annual % Change | | | | 3.00% | 3.00% | 3.00% | 3.00% |
| 8 | Override | 0 | | | 55,000,... | | | |
| 9 | Final Plan | 52,525,3... | 48,902,3... | 52,645,6... | 55,000,... | 55,851,8... | 57,527,3... | 59,253,1... |
| 10 | 6005:Medical Supplies Book To Physical Adjustment | | | | | | | |

LRP – Labor Growth by OE

1. For each Labor type, you can change the **FTE Growth %** and the **Salary Expense per FTE Growth %** by adding **percentages** to those rows for both Variable and Fixed staff.
2. Select **Save** when finished.

LRP - Labor Growth by OE

Levels Top Level (Only) Operating_Entity OEMCJCHV Monroe Carell Jr Children's Hospital at Vanderbilt

| # | LABOR_TYPE, ACCOUNTS BY TIME | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 |
|----|--|--------|--------|--------|--------|--------|
| 1 | ▼ Labor_Type | | | | | |
| 2 | ▼ Staff | | | | | |
| 3 | ▼ LRP - Labor Growth by OE | | | | | |
| 4 | ▼ Variable | | | | | |
| 5 | Variable FTE Growth % | | 2.00% | 2.00% | 2.00% | 2.00% |
| 6 | Variable Salary Expense per FTE Growth % | 1 | 4.00% | 4.00% | 4.00% | 4.00% |
| 7 | ▼ Fixed | | | | | |
| 8 | Fixed FTE Growth % | | 1.50% | 1.50% | 1.50% | 1.50% |
| 9 | Fixed Salary Expense per FTE Growth % | | 3.50% | 3.50% | 3.50% | 3.50% |
| 10 | Fixed Fringe Rate Override % (AE only) | | | | | |

LRP - Labor

No action needs to be taken on this sheet but ensure you review all the data under **Labor Type**.

LRP - Labor



Levels Top Level (Only) Operating_Entity OEMCJCHV Monroe Carell Jr Children's Hospital at Vanderbilt

| # | LABOR_TYPE, ACCOUNTS BY TIME | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 |
|----|---|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 1 | ▼ Labor_Type | | | | | | | |
| 2 | ▼ Staff | | | | | | | |
| 3 | ▼ LRP - Labor | | | | | | | |
| 4 | ▼ Variable Labor | | | | | | | |
| 5 | Volume | 8,444 | 19,256 | 20,619 | 21,553 | 22,530 | 23,553 | 24,625 |
| 6 | Variable FTE Global Growth % | | | | 2.00% | 2.00% | 2.00% | 2.00% |
| 7 | Variable - FTEs | 2,416.8 | 2,194.7 | 2,409.2 | 2,457.4 | 2,506.5 | 2,556.6 | 2,607.8 |
| 8 | Variable Salary Expense per FTE - Global Growth % | | | | 4.00% | 4.00% | 4.00% | 4.00% |
| 9 | Variable Salary Expense per FTE | 80,896 | 76,079 | 79,179 | 82,346 | 85,640 | 89,065 | 92,628 |
| 10 | Variable Salary Expense | 195,355,... | 166,970,... | 190,755,... | 202,353,... | 214,656,... | 227,707,... | 241,552,... |
| 11 | ▼ Fixed Labor | | | | | | | |
| 12 | Fixed FTE - Global Growth % | | | | 1.50% | 1.50% | 1.50% | 1.50% |
| 13 | Fixed FTEs | 448.8 | 462.2 | 710.9 | 721.5 | 732.3 | 743.3 | 754.5 |
| 14 | Fixed Salary Expense per FTE - Global Growth % | | | | 3.50% | 3.50% | 3.50% | 3.50% |

Current currency values USD - United States of America, Dollars

Fringe Benefits

1. The historical fringe baseline will be extrapolated for all periods but if you need to override the fringe, you can do so on this sheet in the **Fringe % - Override row**. You will be overriding the Fringe Rate (Baseline from Budget) row.
2. Select **Save** when finished.
3. The override will show in the **Final Fringe Rate row** if any changes were made.

LRP - Fringe Benefits

Levels Top Level (Only) Operating_Entity OEMCJCHV Monroe Carell Jr Children's Hospital at Vanderbilt Department_Group Department_Group (Uncategorized)

| # | ACCOUNTS BY TIME | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 |
|---|--------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 1 | LRP - Fringe | | | | | | | |
| 2 | Total Salaries | 288,588,... | 255,755,... | 287,485,... | 301,963,... | 317,293,... | 333,523,... | 350,708,... |
| 3 | Fringe Rate (Baseline from Budget) | 25.72% | 30.77% | 27.95% | 27.95% | 27.95% | 27.95% | 27.95% |
| 4 | Fringe Amount (Baseline from Budget) | 74,222,9... | 78,705,0... | 80,364,2... | 84,411,6... | 88,696,9... | 93,234,0... | 98,037,8... |
| 5 | Fringe % - Override | | | | 29.00% | 30.00% | | |
| 6 | Fringe - Total | 74,222,9... | 78,705,0... | 80,364,2... | 87,569,5... | 95,188,0... | 93,234,0... | 98,037,8... |
| 7 | Final Fringe Rate | 25.72% | 30.77% | 27.95% | 29.00% | 30.00% | 27.95% | 27.95% |
| 8 | Hidden | | | | | | | |

Consolidated Expense

1. This sheet contains the information from the various Expense and Labor sheets. **Review** by scrolling through the table.
2. Select the three dots and then select **Download** for your records.

LRP - Consolidated Expense

1

Levels Top Level (Only) Operating_Entity OEMCJCHV Monroe Carell Jr Children's Hospital at Vanderbilt Department_Group Department_Group

Account_Type Expense

| # | FCST_LRP_ACCOUNT, ACCOUNTS BY TIME | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 |
|----|--------------------------------------|--------|-------------|-------------|-------------|-------------|-------------|-------------|
| 1 | FCST_LRP_Account | | | | | | | |
| 2 | 5000:Staff Salaries: Exempt | | | | | | | |
| 3 | Total Expense | | 156,490,... | 48,831,7... | 262,252,... | 277,581,... | 293,812,... | 310,996,... |
| 4 | Hidden | | | | | | | |
| 5 | Forecast | | 156,490,... | | | | | |
| 6 | Budget | | | 48,831,7... | | | | |
| 7 | 5010:Staff Salaries: Non-Exempt | | | | | | | |
| 8 | Total Expense | | 97,400,1... | 225,931,... | | | | |
| 9 | Hidden | | | | | | | |
| 10 | Forecast | | 97,400,1... | | | | | |
| 11 | Budget | | | 225,931,... | | | | |
| 12 | 5020:External Registry and Travelers | | | | | | | |
| 13 | Total Expense | | 6,520,713 | 1,491,568 | 0 | 0 | 0 | 0 |
| 14 | Hidden | | | | | | | |

ROW

- Add Row
- Row Details

SHEET

- Display Options
- Copy Formulas Mode
- Sheet Notes
- Change Dimensions
- Swap Columns and Rows
- Download
- Reset to Default View
- Refresh Sheet

Allocations



DEMO

History-Based Method

Found in Sheets

1. These accounts are either elimination accounts or true allocations. If you have history in an account, you can either choose to do adjustments or override the total number that is pre-populated in the **Adjustment** (adds or subtracts from the Plan at Budget Row) or **Override** (replaces the Plan at Budget number) Rows.
2. Select **Save** when finished.

| # | FCST_LRP_ACCOUNT, ACCOUNTS BY TIME | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 |
|---|---|---------|---------|---------|---------|---------|---------|---------|
| 1 | FCST_LRP_Account | | | | | | | |
| 2 | 4390_RC032 Intercompany Operating Revenue - Intercompany Shared Savings Revenue | | | | | | | |
| 3 | LRP - Allocations: History Method | | | | | | | |
| 4 | Plan at Budget | 395,120 | 533,790 | 295,051 | 295,051 | 295,051 | 295,051 | 295,051 |
| 5 | Adjustments | 0 | | | 5,000 | | | |
| 6 | Override | 0 | | | | 300,000 | | |
| 7 | Final Plan | 0 | 533,790 | 295,051 | 300,051 | 300,000 | 295,051 | 295,051 |

Percent of Revenue Method

Found in Sheets

1. On this sheet, you can take your historical trended percentage and apply it to your revenue. To make changes, you can either choose to override the Percent of Revenue row using the **Override Percent of Revenue row** or you can adjust the Actuals/Budget/Forecast /LRP row using the **LRP Adjustment row**.
2. Select **Save** when finished.
3. The data will update in the **Final LRP Row**.

| # | FCST_LRP_ACCOUNT, ACCOUNTS BY TIME | FY2023 | FY2024 | FY2025 | FY2026 | FY2027 | FY2028 | FY2029 |
|---|--|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 1 | FCST_LRP_Account | | | | | | | |
| 2 | 6495_SC010 Allocations - VMG Billing Tax | | | | | | | |
| 3 | LRP - Allocations: Percent of Revenue | | | | | | | |
| 4 | Total Operating Revenue | 845,427,... | 924,454,848 | 968,478,... | 770,872,... | 820,258,... | 827,621,... | 834,824,... |
| 5 | Percent of Revenue | | 0.01% | 0.01% | 0.01% | 0.01% | 0.01% | 0.01% |
| 6 | Override Percent of Revenue | 0.00% | | | 0.05% | | | |
| 7 | Actuals/Budget/Forecast/LRP | 87,519 | 111,936 | 106,534 | 385,436 | 90,229 | 91,039 | 91,832 |
| 8 | LRP Adjustment | 0 | | | | 5,000 | | |
| 9 | Final LRP | 87,519 | 111,936 | 106,534 | 385,436 | 95,229 | 91,039 | 91,832 |

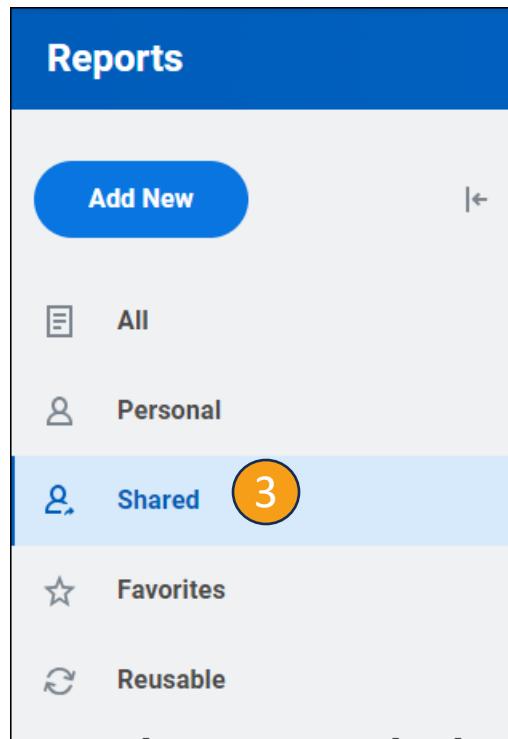
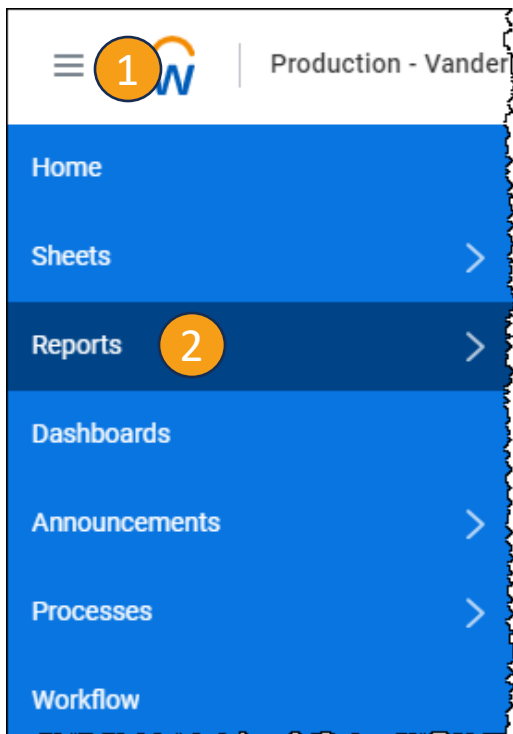
Reports



DEMO

Reports

1. To get to Reports, select the **menu** icon.
2. Select **Reports** from the list.
3. Select **Shared**.
4. Select **06. LRP Reports**.
5. Select **MCA, Hospitals and Clinics** to access most reports. **CORP FP&A** has a summary report that will be available mid-June.



Conclusion

Training Hub

[Training Hub Link](#)

MyWorkday Implementation

Welcome Training Hub **1** Workday Word Change Network

TRAINING HUB



Town Halls & Workshops



Security Roles & Guides



Quick Reference Guides

walk me

WalkMe



Adaptive Planning

(Forecast, Budget, LRP)



Additional Resources

Adaptive Planning

Workday Adaptive Planning is the Workday Forecasting, Budgeting, and Long-Range Planning (LRP) tool at VUMC.

Click [here](#) to view the Workday Adaptive Planning Introduction video.



Forecast



Budget



Long Range Planning

Long Range Planning (LRP)

[Hospitals and Clinics](#)

[LRP Volume Stat Planning Spreadsheet](#)

[LRP - H&C Checklist](#)

[LRP - H&C Presentation](#)

Overview

Key Dates

- Finalize Volumes by 6/7
- Revenue Team to begin work on 6/10
- Everything final by 6/28

Statistics

- LRP - Bed Planning + Bed Planning Adjustments
- LRP - Patient Days and Discharges
- LRP – Stat Ratios
- LRP – Adjusted Discharges
- LRP – Key Procedures
- LRP – Other Outpatient Stats
- LRP – Ambulatory Volumes + Ambulatory Volume Adjustments

Revenue

- LRP – IP Revenue (Gross Net)
- PB wRVU Growth Assumption
- LRP – OP Gross Revenue
- LRP – Academic, Research, and other Revenue
- LRP – PB Revenue
- LRP Consolidated Revenue

Expense and Labor

- LRP – Non-labor Expense
- LRP – Labor Growth by OE
- LRP – Labor
- LRP – Fringe Benefits
- LRP – Consolidated Expense

Allocations

- LRP – Allocations: History Based
- LRP – Allocations: Percent of Revenue

Reports

- Corp FP&A
 - Summary Report – available mid-June
- MCA, Hospitals and Clinics
 - All other H&C Reports available here

Resources

Resources:

[LRP - Hospitals and Clinics Checklist](#)

[LRP Volume Stat Planning Example](#)

Links:

[Training Hub - LRP](#)

Questions?

Email: becky.carie@vumc.org



Thank you