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INTRODUCTION

REVIEW OF LITERATURE

NEED/IMPORTANCE OF THE STUDY

STATEMENT OF THE PROBLEM

HYPOTHESES

RESEARCH METHODOLOGY

RESULTS & DISCUSSION

CONCLUSIONS

SCOPE FOR FURTHER RESEARCH

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JOB SCHEDULING OF NURSE STAFFING: A DYNAMIC PROGRAMMING APPROACH

KAVITHA KOPPULA ASST. PROFESSOR **DEPARTMENT OF MATHEMATICS** MANIPAL INSTITUTE OF TECHNOLOGY MANIPAL UNIVERSITY **MANIPAL**

DR. LEWLYN L. RAJ RODRIGUES **PROFESSOR & HEAD DEPARTMENT OF HUMANITIES & SOCIAL SCIENCES** MANIPAL INSTITUTE OF TECHNOLOGY **MANIPAL UNIVERSITY** MANIPAL

ABSTRACT

Optimization of employee scheduling is of prime importance in healthcare sectors as they operate on shifts seven days a week round the clock. Several research investigations have been carried out to explore the possibilities of employee scheduling in compressed workweeks. Such research has translated into several positive outcomes in the healthcare organizations with a resultant increase in the productivity and reduction in the absenteeism of employees. Mathematical algorithms for varying compressed workweeks such as 5-day, 4-day have been proposed in the literature. However, there is dearth of literature in compressed workweek job scheduling which considers half-day work. Hence, the present study deals with the development of mathematical algorithm for solving workforce scheduling problem with 4.5-days workweek. The objective is to find a minimum staff size ensuring that each employee is entitled for 2.5 days as off-days. The results indicated the feasibility of using such workforce modeling with each employee being eligible for 2.5 off-days. The proposed algorithm is simple and will be useful in organizations working 7-days a week with multiple shifts such as general healthcare. The present model also ensures that no employee in the organization works continuously more than 5 days in a week. Even though the algorithm presented has been developed for a healthcare sector, it can be used for any organization operating in shifts with a requirement of overlapping of shifts in sectors such as call centers, workshops, etc. The algorithm presented can be implemented manually, or if desired, it can be computerized easily.

KEYWORDS

Health Service, Manpower planning, Optimization, Scheduling, Shift work.

INTRODUCTION

cheduling of the employees is the most challenging aspect in organizations that operate seven days week or 24 hours a day in shifts. Cheng and Gordon (1994) described a dynamic programming algorithm for workforce scheduling on a single machine involving batch deliveries. The algorithm proposed by them could also be used for several multiplicity jobshop scheduling problems. Narasimhan (2000) described various factors that are involved in the employee scheduling problems as number of shifts, number of employee skills or categories, pattern of labour demand, limits on the length of work stretches, limits on weekend work frequency, and number of workdays per week, whereas, Azmat and Widmer (2004) illustrated the employee scheduling problem in a single-shift or multiple-shift organization as a regular 5 workdays a week work schedules, or compressed 3 or 4 workdays a week work schedules, or other hierarchical schedules for a workforce with varying skill levels, and for annualized hours schedules. Extensive research has been carried out on the employee scheduling in compressed workweeks by several researchers including Hung (1996) and Ernst et al. (2004). Dynamic programming has found several applications such as scheduling of doctors at an emergency department to minimize the maximum absolute deviation from the requirement of each hour (Vassilacopoulos, 1985), minimization of expected cost of idle drivers and cancelled bus tours (Johnson, 1987, Easton and Rossin 1991).

Alfares and Bailey (1997) proposed an algorithm using dynamic programming to determine the number of off-days in an integrated model for minimum-cost scheduling of project tasks. Workforce scheduling problems at an emergency call center have also been addressed using dynamic programming (Caprara et al., 2003) whereas Koole and Pot (2005) studied the scheduling of multi-skilled workers at call centers. The applications of dynamic programming in workforce scheduling have been improved with the use of genetic algorithms, simulated annealing, and fuzzy logic (Mohamed et al., 2003).

STATEMENT OF THE PROBLEM

Scheduling of the staff, maintaining minimum workforce during each shift satisfying the shift changes and off-days of the employees is of prime importance in organizations operating seven days week. Optimization of workforce modeling with flexible workweek for the employees is a never ending endeavor. There has been a steady increase in the implementation of flexible workweek in the recent past in many organizations with considerable improvements in the productivity, reduction in the overtime and absenteeism of the employees. Drawing from the outcomes of these studies, present study makes an attempt to develop an algorithm to minimize the workforce size in the context of staff nurses required in a typical healthcare sector, subject to satisfying of the staffing requirements and work rules.

OBJECTIVES OF THE STUDY

Objectives of the present study were

- To develop a workforce scheduling algorithm under 4.5-day workweek with different weekday and weekend manpower requirements.
- To satisfy the staffing requirements and to permit two and half-days as off-days in a week to all the employees.

WORKWEEK MODEL

The present model considers following work rules as applicable to a typical healthcare sector:

- The organization operates seven days a week but not necessarily 24 hours a day with 'k' number of daily shifts (say, 3 shifts such as day, evening and night). During operation the shifts in the organization may overlap (in order to improve communication between the shifts, which is especially required in case of healthcare sectors).
- Workforce requires that a minimum number of employees, D_i, must be on duty on shift i on week days. A minimum of E_i employees must be on duty during shift k on weekends. We assume, $D_i \ge E_i$ where i = 1, ..., k.

Each worker can only work one shift per day and must receive at least one off-day (i.e., a day with no work on any shift) before changing shifts. Each worker must receive at least A out of every B weekends off, 0 ≤ A < B, and a work stretch of no more than five days (This indicates that no employee can be on duty for more than five consecutive days). Every employee must receive a minimum of two and half days as off-days in each week. The objective is to generate a workweek schedule for B weeks (i.e., a schedule that repeats itself every B weeks) with a minimum workforce size subject to the work rules described.

SCHEDULING ALGORITHM

In the present model, it is assumed that a week runs from Sunday through Saturday. The days in each week are abbreviated as Su, Mo, Tu, We, Th, Fr and Sa. Saturday of week p and Sunday of week (p+1) is designated as weekend (p+1). [x] is defined as the smallest integer equal to or greater than x and [x] is also defined as the greatest integer equal to or less than x.

Following cases are used to develop the scheduling algorithm:

Number of shifts per day, k = 3. $D_1 = 5$ $E_1 = 5$

 $D_2 = 5$ $E_2 = 4$ $D_3 = 5$ $E_3 = 3$

(A, B) = (1,3) = at least one out of three weekends off

COMPUTING WORKFORCE SIZE

$$D = \sum_{i=1}^{k} D_i \text{ and } E = \sum_{i=1}^{k} E_i$$

Let $L_2 = [BE/(B-A)]$ and Let $L_1 = [(5D + 2E)/4.5]$

Then, W = workforce size = $\max\{L_1, L_2\}$

In our present model

$$L_1 = \left[\frac{5D + 2E}{4.5}\right] = \left[\frac{5 \times 15 + 2 \times 12}{4.5}\right] = 22$$

$$D = \sum_{i=1}^{k} D_i = 15$$
 $E = \sum_{i=1}^{k} E_i = 12$

$$L_2 = \left[\frac{BE}{B-A}\right] = \left[\frac{3 \times 12}{2}\right] = 18$$

$$W = Max\{L_1, L_2\} = 22$$

ASSIGNING WEEKENDS AS OFF-DAY

Let (W - E) employees take off-day on the first weekend, the next (W - E) employees take off-day on second weekend, and so on until (W - E) employees have been assigned to take off-day on weekend B, at which, one cycle of proposed model is complete. As a result, W - (W - E) = E workers are on duty during each weekend. In our example, (W - E) = 22-12 = 10(1 to 10) employees are taking off-day on first weekend. The next (W - E) (i.e., 11 to 20) employees are allotted to take off-day on second weekend. The remaining employees (21, 22 employees) will be assigned off -day on third weekend along with eight other employees (1 to 8 employees).

ASSIGNING WEEKDAY AS OFF-DAY

Total workforce in the organization has been divided into 4 classes depending on their duty schedule on Saturday and Sunday as shown in Table 1.

TABLE 1: CLASSIFICATION OF EMPLOYEES BASED ON DUTY SCHEDULE DURING WEEKENDS

Class	Week q								
	Su	Sa							
1	Off	Off							
2	Off	On							
3	On	Off							
4	On	On							

In each week, Friday is assigned as off-day until (W - D) off-Fridays are given out, giving first priority to Class 4 employees and second priority to Class 2 employees. Friday can be given out as off-day for (W - D) employees when workforce is in the even number. However, if the workforce is in odd number, at least one worker must get half-day-off on Friday.

In each week, if there are class 2 workers without an off-day on Friday then let each of those workers take Thursday as off-day.

In the present case, on week 1, the employees belonging to Class 4 employees are 21 and 22. For them, first assign Friday as off-day along with five other employees (1 to 5 employees). Five employees i.e., 6 – 10 employees will be assigned Thursday as off-day who belong to class 2 employees.

Also let an equal number of class 3 workers take Monday as off-day. Remaining employees those who are not getting two days as off-days in a particular week will be equally divided and will be assigned Tuesday and Wednesday as off-days (i.e., if 'n' number of employees are not getting two days as off-day in a particular week and when the 'n' is even number, then for n/2 workers assign Tuesday as off-day and for remaining n/2 employees assign Wednesday as offday). However, if 'n' is odd, assign Tuesday of particular week (q) as off-day for (n+1)/2 employees and assign Wednesday of particular week (p) as off-day for (n-1)/2 employees. Similarly, in the following week (i.e., p+1), assign Tuesday as off-day for (n-1)/2 employees whereas (n+1)/2 employees will be assigned

Same number of employees as on Thursday i.e., 5 employees will be assigned Monday as off-day but these employees belong to class 3 (11 to 15 employees). For remaining employees, those who are not getting two days as off-day in week 1, assign Tuesday and Wednesday as off-day. Among remaining 7 employees(16 to 22 employees) assign Tuesday as off-day for 4 employees (16 to 19 employees) and Wednesday as off-day for remaining 3 employees (20 – 22 employees). Similar procedure is followed for all the three weeks.

ASSIGNING HALF-DAY AS OFF-DAY DURING WEEKDAYS

In this model, each shift in a day is divided into two levels (first half of the shift and second half of the shift). Employee 1 will be assigned first half of the shift as off-day assigning half-days starting from Monday and employee 2 will be assigned second half of the shift as off-day. Similarly, employee 3 and 4 will be assigned first half and second half of the shift on Tuesday as off-day respectively. If it is not possible to assign the half-day as off-day to the employees in a particular sequence, then it can be assigned randomly satisfying the workforce requirements. This process is repeated till all the employees are assigned half of the shift as off-day ensuring that (W - D) employees are assigned off-day on week days and (W - E) employees are assigned off-day on weekends. It is to be noted that half day of the weekends are not assigned as off-day (Table 2).

Week 1 Week 2 Week 3 1 2 x 3 4 х 5 7 8 10 11 12 13 х х 14 15 х 16 17 18 19 х x x x 20 21 22

TABLE 2: ASSIGNING OF OFF-DAYS DURING THE WORKWEEKS

x = Off-day and * = Half of the shift is off day

ASSIGNING OF WORK SHIFTS DURING WEEKDAYS AND WEEKENDS

On Sunday of week 1, arbitrarily Ei number of employees are assigned duty. On Monday of week 1, if the employees of Ei do not have off-day, they must continue with the same shift on Monday. If an employee is assigned with off-day on Monday, then the employee can change the shift on Tuesday. Similar procedure can be followed to assign the shifts for the remaining days in the week and following weeks. For example, on Sunday of week 1, arbitrarily select E_i on duty workers i.e. 11, 14, 17, 20 and 21 employees for shift 1; 12, 15, 18 and 22 employees are assigned to shift 2, and the remaining 3 employees (13, 16, 19) are assigned shift 3 on the same day. Employees 16 – 22 have Sunday and Monday as work days and for these employees same shift is assigned on both the days.

ASSIGNING HALF-DAY WORK

If the employee 1 is having first half of i shift as work day, assign the same i shift to employee 2 in the second half as work day. Similarly, assign half day as work day for all the employees satisfying that D number of employees are working on weekdays.

Employee 21 has been assigned half-day as off-day (first half of the shift on that day) on Tuesday and employee 22 has been assigned half-day off (second half of the shift on that day) on Tuesday. This means that they both together successfully completed shift 2 work along with 3, 4, 7, 9, 10 and 12 employees on that particular day. Among these, employee 7 and 12 will be working full time in the shift whereas 3, 4 and 9, 10 will be sharing the shift 2 equally and get half-day as off-day. Similarly, assign the work for all the employees in the workweek following the work rules. A completed work schedule is shown in Table 3.

NECESSARY WEEKDAY SHIFT ASSIGNMENT

If the employees are assigned work on jth day and (j+1)th day continuously, and they are not assigned shifts on (j+1)th day, for those employees assign same shifts of jth day. Assign just enough on duty employees who have not been assigned shifts on that day to shift i to satisfy the staffing requirements Di. For example, when the shift assignments have already been made on Monday, Su ≤ Mo ≤ Th, consider those employees who have been assigned shifts on Monday and who are also working on Tuesday, but have not yet received shift assignments. If a worker is on shift 2 on Monday, assign the employee to shift 2 on Tuesday (i.e., occupying Monday's assignment) so that the worker does not change shifts. After these assignments, if there are insufficient employees on duty on shift 2 on Tuesday, assign just enough on-duty employees who have not been assigned shifts on that day to shift 2 to satisfy the staffing requirement D2.

EXTRA WEEKDAY SHIFT ASSIGNMENT

Assignment of extra weekday shift is not necessary for the present case. However, if there are employees who have not been assigned between two off-days, arbitrarily assign any shift i on the day(s) between. Also, if the employee have not been assigned between an off-day and shift i, assign shift i on the day(s) inbetween.

	TABLE 3: A COMPLETED SCHEDULE																																
a	We	eek 1										Week 2											Week 3										
Employee	NS	Мо	Ē	5 -	741	we	Í	u	Fr	Sa	Su	- 7	IVIO	_	2	We		돈		Fr	Sa	ns	Мо		2		Tu We		e Ke		Fr	Sa	
1	х	* 1	1		1		1		х	1	1	Х		*	2	2		2		2	х	х	2		2		* 2		2		Х	1	
2	х	1 *	1		1		1		х	2	2	Х		2	*	2		2		2	х	х	2		2		2 *		2		х	1	
3	х	1	*	2	2		2		х	3	3	Х		1 *		*	3 3			3 x		х	* 3		3		3		3		х	3	
4	х	2	2	*	3		3		Х	1	1	1		х		3	*	1		1	х	х	3	*	1		1		Х		2	2	
5	х	3	3		*	3	3		х	3	3	3		Х		3		*	1	1	х	х	1		*	2	2		Х		2	2	
6	х	3	3		3	*	Х		1	1	1	1		х		1		1	*	3	х	х	2		2	*	2		Х		2	2	
7	х	* 2	2		2		х		2	2	2	*	2	2		х		2		2	х	х	3		3		*	1	Х		3	3	
8	х	2 *	3		3		Х		2	2	2	2	*	1		Х		1		1	Х	Х	1		1		1	*	Х		3	3	
9	х	3	*	2	2		Х		1	1	1	1		*	3	Х		1		Х	1	1	Х		თ		3		*	3	3	х	
10	х	2	2	*	1		Х		3	3	3	3		3	*	Х		3		Х	2	2	Х		3		3		3	*	2	х	
11	1	Х	3		*	2	2		2	х	х	2		2		*	2	2		х	2	2	Х		*	1	1		1		1	х	
12	2	х	2		2	*	3		З	х	х	2		2		2	*	1		х	1	1	Х		1	*	3		3		3	х	
13	3	Х	3		3		*	1	1	Х	Х	1		1		1		*	3	Х	1	1	х		2		*	3	3		3	х	
14	1	Х	1		1		1	*	3	Х	Х	3		3		3		3	*	Х	2	2	2		Х		3	*	1		1	х	
15	2	Х	1		*	3	3		3	х	х	*	3	3		თ		З		х	3	3	3		Х		2		*	1	1	х	
16	3	3	х		3	*	2		2	х	х	3	*	1		1		х		1	1	1	1		х		1		1	*	2	х	
17	1	1	х		*	1	1		1	х	х	2		*	2	2		х		2	2	2	*	1	х		1		1		1	х	
18	2	2	х		1	*	1		1	Х	Х	2		2	*	1		х		1	1	1	1	*	1		Х		1		1	х	
19	3	3	х		2		*	2	2	х	х	3		3		*	1	х		3	3	3	3		*	3	х		2		Х	1	
20	1	1	1		Х		2	*	З	х	х	1		1		1	*	х		3	3	3	3		3	*	Х		2		х	2	
21	1	1	*	2	Х		3		Χ	1	1	Х		*	3	3		3		3	Х	Х	1		1		*	2	2		х	1	
22	2	2	2	*	х		2		Х	2	2	Х		3	*	2		2		2	Х	Х	2		2		2	*	3		Х	1	

1 = First shift, 2 = second shift, 3 = third shift, x = off-day, * = half of the shift as off-day

DISCUSSION AND CONCLUSIONS

The model developed in this study for a general healthcare sector will be useful to any organization working on 7-days a week and multiple shifts looking for a change in workweek arrangement. In the present study, modeling of the workforce for 4.5 day workweek has been carried out. The results indicated the feasibility of using such workforce modeling with each employee being eligible for 2.5 off-days.

The present model also ensures that no employee in the organization works continuously more than 5 days in a week. In the present study, although, overlapping of the shifts has not been considered, it can be easily implemented with the present model simply by increasing the work time in each shift. Even though this work was based on a healthcare sector, this can be applied in other service sectors such as emergency hospitals, call centers, workshops etc., to improve the communication between the shifts.

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