

Appendix

A. Physician activities

Time-Block	Administrative work (AD)	Coordination & Communication (CC)	Direct patient care (DC)	Indirect clinical work (IND)	Travel (TR)	Waiting (WW)
8:30	5	0	0	0	0	0
9:00	1	0	0	1	0	0
9:15	0	0	0	0	1	0
9:30	0	0	0	0	1	0
9:45	0	0	0	1	0	0
10:00	0	0	0	9	0	0
10:15	0	0	0	4	0	0
10:30	2	0	1	1	1	0
10:45	0	0	7	8	2	0
11:00	0	2	7	5	1	2
11:15	1	1	12	8	2	0
11:30	0	0	5	5	0	0
11:45	0	0	9	8	1	0
12:00	0	0	7	4	1	0
12:15	0	1	12	4	2	0
12:30	1	0	9	7	1	0
12:45	0	0	9	5	0	0
13:00	0	0	6	3	1	0
13:15	0	0	3	0	1	0
13:30	0	0	9	2	2	0
13:45	0	0	4	1	2	0
14:00	0	0	10	3	1	0
14:15	0	1	6	6	2	0
14:30	0	2	15	3	2	0
14:45	0	0	12	6	0	0
15:00	0	1	3	4	2	1
15:15	1	0	5	8	0	0
15:30	0	1	16	11	0	0
15:45	0	3	6	7	2	0
16:00	0	1	7	3	1	0
16:15	0	0	2	4	3	0
16:30	0	0	4	3	0	1
16:45	0	0	3	0	0	0
17:00	0	0	0	1	2	0
17:15	0	0	0	1	0	0
As % of total activities	2.8%	3.4%	48.8%	35.1%	8.8%	1.0%

Time-Motion Study of a Multidisciplinary Home Hospice Service

1 B. MSW activities

Time-Block	Administrative work (AD)	Coordination & Communication (CC)	Direct patient care (DC)	Indirect clinical work (IND)	Travel (TR)	Waiting (WW)
8:30	8	1	0	4	0	0
9:00	2	2	1	10	0	0
9:15	1	1	0	14	0	0
9:30	1	2	0	14	0	1
9:45	0	4	0	10	1	1
10:00	0	1	2	9	1	2
10:15	1	2	3	13	3	0
10:30	0	3	14	4	1	0
10:45	1	0	10	7	1	1
11:00	0	2	8	3	2	1
11:15	0	2	3	5	0	1
11:30	0	2	5	3	1	0
11:45	1	3	4	6	2	0
12:00	0	3	6	5	3	1
12:15	0	1	7	5	2	0
12:30	0	1	11	2	1	0
12:45	0	0	5	3	4	0
13:00	1	1	5	3	1	0
13:15	0	0	11	3	3	0
13:30	1	0	7	3	2	0
13:45	1	1	4	3	2	2
14:00	0	2	6	0	0	2
14:15	0	0	16	3	1	1
14:30	0	1	15	2	4	0
14:45	0	2	5	3	1	0
15:00	0	0	13	1	0	0
15:15	1	0	8	3	6	2
15:30	0	1	7	5	4	0
15:45	0	0	14	4	0	1
16:00	0	2	19	1	1	0
16:15	0	0	8	2	1	0
16:30	0	0	7	5	3	1
16:45	0	1	6	2	2	0
17:00	0	0	5	9	0	0
17:15	1	0	4	5	0	0
17:30	1	1	5	2	0	0
17:45	0	0	0	2	0	0
As % of total activities	3.8%	7.6%	44.0%	32.1%	9.5%	3.1%

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1 C. Nurses activities

Time-Block	Administrative work (AD)	Coordination & Communication (CC)	Direct patient care (DC)	Indirect clinical work (IND)	Travel (TR)	Waiting (WW)
8:30	14	0	0	7	0	0
8:45	0	0	0	5	0	0
9:00	0	1	0	3	0	0
9:15	0	4	0	8	0	0
9:30	0	13	2	30	0	0
9:45	0	14	4	24	2	1
10:00	0	8	5	29	2	2
10:15	1	7	4	27	5	2
10:30	1	2	19	20	6	0
10:45	0	10	18	19	8	2
11:00	0	4	35	15	5	0
11:15	0	6	41	13	5	0
11:30	0	3	52	17	4	1
11:45	0	0	32	12	4	2
12:00	0	2	18	10	9	5
12:15	0	2	11	6	7	2
12:30	0	2	30	5	6	0
12:45	0	2	15	10	2	0
13:00	0	0	7	3	6	0
13:15	0	3	10	2	4	1
13:30	0	1	32	7	5	0
13:45	0	2	23	15	5	1
14:00	0	4	13	15	6	0
14:15	1	3	17	13	8	0
14:30	0	5	31	7	6	1
14:45	0	1	30	13	3	0
15:00	0	3	42	16	1	1
15:15	0	4	29	16	5	0
15:30	1	5	26	24	6	0
15:45	0	6	18	12	3	1
16:00	1	5	16	14	2	1
16:15	0	3	11	12	2	0
16:30	0	5	7	16	2	1
16:45	1	4	3	12	1	0
17:00	0	3	5	9	2	0
17:15	1	0	0	0	1	0
17:30	0	0	0	7	0	0
As % of total activities	1.5%	9.8%	43.5%	33.9%	9.5%	1.7%

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D. Chronological Activity Log Example

Start Time	End Time	Duration (mins)	Location	Activity Description/Notes	Activity Code
1214	1219	5	Patient's Home	Consulting with nurses (HCA+nursing home nurses) on prescribing medicine	DC2
1219	1227	8	Patient's Home	Writing prescriptions for medicines for patients	DC2
1227	1229	2	Patient's Home	Checking patient's existing medicine prescriptions	DC2
1230	1232	2	Patient's Home	Consulting with patient's husband, letting him know what medications doctor prescribed, letting patient's husband know our services	DC2, DC4
1232	1235	3	Patient's Home	Writing down prescriptions	DC2
1235	1237	2	Patient's Home	Discussing with patient's husband whether want to hospitalize patient under circumstances	DC4

Example of data collection