## Clinical Nurse Specialist Workload tool data collection template

<table>
<thead>
<tr>
<th>Unique Identifier</th>
<th>Day &amp; Date:</th>
<th>Nurse Name:</th>
<th>Team:</th>
</tr>
</thead>
</table>

### Patient related Interventions

**Face to Face**

- **Duration**
  - In minutes

- **Level of Care**
  - Insert number 1 - 4

- **Was this an assisted visit?**
  - Tick
  - Yes
  - No

- **Location**
  - e.g Health Centre/ care home etc

**Non face to face**

- **Duration**
  - In minutes

- **Level of Care**
  - Insert number 1 - 4

- **Was this an assisted visit?**
  - Tick
  - Yes
  - No

- **Location**
  - e.g Health Centre/ care home etc

### Other

**Travel**

- **Time**
  - Minutes

- **Miles**

- **Format**
  - e.g. foot, car etc

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**Total time & miles**

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**Notes:**

- Documents will be reviewed on a 6 monthly cycle.

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20191001HSP RESOURCE Clinical Nurse Specialist Data Capture template v3.0

Author L Boyce on behalf of HSP HIS

Review date: 01.04.20
Clinical Nurse Specialist  
Workload tool data collection template

<table>
<thead>
<tr>
<th>Nurse Name:</th>
<th>Team:</th>
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</thead>
<tbody>
<tr>
<td>Week Beginning:</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Date &amp; Day</th>
<th>Clinic</th>
<th>Associated work</th>
<th>Exception</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Type</td>
<td>Type</td>
<td>Time in minutes</td>
</tr>
<tr>
<td></td>
<td>Start time</td>
<td>End time</td>
<td>No. people</td>
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