NAME-ADYA TIWARI
ROLL NO.- 0001
FACULTY MENTOR- DR. SWAPNIL GADHAVE
INDUSTRY MENTOR- DALJEET KAUR(HEAD HR)

PAYROLL COST ANALYSIS AND WORKFORCE OPTIMIZATION IN HEALTHCARE SETTING

IIHMR UNIVERSITY

Bhagwan Mahaveer Cancer Hospital & Research Centre (Managed By K.G. Kothari Memorial Trust)

ABOUT

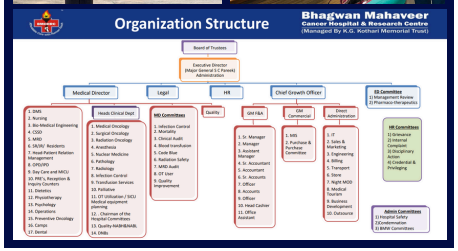
- Bhagwan Mahaveer Cancer Hospital & Research Centre Jaipur (BMCHRC), is a 300-bedded Not-For-Profit super specialty Cancer hospital, established in 1997.
- Managed by K.G. Kothari Memorial Trust.
- NABH & NABL Accredited.

MISSION

To provide "Affordable Care with Human Touch" to all sections of the society irrespective of economic considerations.

VISION

To make Bhagwan Mahaveer Cancer Hospital and Research Centre (BMCHRC) a comprehensive world-class cancer treatment facility with cutting edge technology.



AIM OF STUDY

To study the salary structure and payroll practices at BMCHRC hospital to find the insufficiencies, ensure legal compliance and to support better HR and financial decisions through data-driven insights.

OBJECTIVES

- To understand the payroll expenditure and staffing trends.
- Suggest the workforce optimization strategies for improved efficiency and cost-effectiveness without compromising quality of patient care.
- Analysis of the payroll compliance and regulatory adherence.

RESEARCH METHODOLOGY

- Study Design: A descriptive quantitative research is done that focuses on systematically collecting and summarizing the payroll characteristics, trends and patterns within organization.
- Data collection method: Secondary data
- Sample size: 200
- Sampling method: Stratified Random Sampling
- Departments included: Doctors, Nursing staff, Paramedical, Supporting staff.

Departments	Total Employees (PF)	Sum of PF	Total Employees (ESI)	Sum of ESI
Nursing Staff	43	51500	28	3132
Paramedical	6	8058	3	366
Supporting staff	2	2827	1	125
Doctor	0	0	0	0
Total	**51**	**62385**	**32**	**3623**

ANALYSIS RESULT

- Doctors accounts for the highest payroll share (50.17%) of overall CTC, followed by Supporting Staff (30.87%).
- Among sub-departments, surgical oncology and Radiotherapy have the highest salaries.
- PF and ESI generally are applicable to lower-paying staff i.e. nurses and paramedical staff, whereas higher-paid professions like doctors are often excluded.
- Male staff represents the larger share (71.8%).

SWOT

STRENGTHS

- Data-driven decision making.
- Aid in cost optimization and staffing.
- Assessment of compliance gaps.
- Holistic payroll comparison.

WEAKNESSES

- Limited sample size.
- Need accurate records.
- Manual data handling errors.
- Chances of potential inaccuracies.

THREATS

- Data privacy concerns.
- Regulatory challenges.
- Staff resistance for optimization initiative.
- External economic factors.

OPPORTUNITIES

- Use of HR analytics.
- Implementation of Dashboards.
- Leveraging technologies like AI.
- potential for collaborations.

OPTIMIZATION STRATEGIES

- Regular payroll audits.
- Ensure legal compliance (PF/ESI).
- Performance based salary framework.
- Use of workforce analytics dashboards.
- Forecast the staffing needs to avoid over or under hiring.
- Analyze overtime dependency and reduce it.

LEARNINGS DURING INTERNSHIP

- Various HR operations in a hospital setting.
- Hand-on experience on payroll software and its processing.
- Accurate documentation and record management(Audit of 749 Employee files).
- Statutory compliance in payroll.
- Importance of verified credentials and complete and accurate data.
- HR Analytics and workforce planning.
- Change management during transition phase.

CHALLENGES FACED

- Faced difficulty in getting and presenting payroll data due to confidential issues.
- Manual audit of employee files was time time-consuming.
- Verification of incomplete employee records was challenging.
- Manual data entry on "shivam" (newly adopted payroll software) led to repetitive errors.

THEORETICAL V/S PRACTICAL KNOWLEDGE

THEORETICAL LEARNINGS

Gained theoretical knowledge on various concepts.
Some key concepts are mentioned here-

- Human Resource Management and HR Analytics.
- Data Analytics and HR Information system.
- Data management and Data Quality.
- Change Management.
- Regulatory compliance.

PRACTICAL LEARNINGS

- Practical exposure in various HR functions like hiring and recruitment, record keeping, payroll processing.
- Got hands-on experience of payroll software "Shivam".
- File audit and record management.
- Real-world challenges faced during transition phase.
- evaluation of statutory compliance like PF, ESI.

SUGGESTIONS

- Increase use of Data analytics and implementation of Dashboards for better decision making.
- Use of Applicant Tracking System (ATS) to reduce manual Resume sourcing.
- There should be use of centralized HR software to manage and audit employee data record.
- Clear SOPs for data entry processes must be provided.
- Automated reminder system to track expiry dates of documents like RMC.