

Frequently Asked Questions (FAQs)

ANNUAL SALARIES

SALARIES (EXCEPT MEDICAL DIRECTOR)

Please report salaries for full-time employees only. List the January 1, 2015, salary for each position for which your ASC employs staff. If you have no such position, leave it blank. If you have more than one person in the position, give the average salary of the individuals filling that position as of January 1, 2015. You should report the **annual** salary. Do not include bonuses in annual salaries. If you have an employee that is paid by the hour, please multiply the hourly rate by 2,080 (regardless of hours actually worked) to calculate his or her annual salary.

MEDICAL DIRECTOR SALARY

Do not include any fees the medical director receives for providing medical care to a patient. Indicate if the medical director position is paid, unpaid or given a stipend. If the medical director works part-time, report the % of full-time work that the medical director is expected to work on ASC business. For example, if an anesthesiologist serves as your medical director but spends half of his time providing anesthesia services for which he or your ASC bills patients or insurers, you would report 50% of his salary as being for your medical director.

FREQUENTLY ASKED QUESTIONS

GENERAL

How do I submit my data?

Data is submitted online at: www.ascassociation.org/SalarySurvey. To log in, use the same email address and password you use to log in to ASCA's website. If you have trouble logging in or have forgotten your password, please email asc@ascassociation.org or call 703.836.8808.

Do I need to answer every question?

No, you may skip certain questions that are not applicable to your ASC. However, in order to access the reports after the data collection period closes, you must answer at least 50% of the questions.

ANNUAL SALARIES

When reporting annual salaries, how do I report part-time employees?

Do not report salaries for part-time employees other than the Medical Director. (Note: Part-time employees should be included in calculating the number of full-time equivalent (FTE) employees. There is a calculator that will help you convert your part-time employees into FTE employees.)

Instead of billing for her own services, our anesthesiologist is paid by the ASC. She also serves as our medical director. For these two responsibilities, she is paid \$150,000 a year. She devotes 25% of her time to being medical director and the rest to being an anesthesiologist. How do I report her salary?

The calculation for each position is as follows:

Salary reported for medical director: $.25 \times \$150,000 = \$37,500$

Salary reported for anesthesiologist: $.75 \times \$150,000 = \$112,500$

Our medical director spends 10 hours a week devoted to the position of medical director. How do I calculate the % of full-time work devoted to this position?

To figure out % of time devoted to the position, divide the total hours worked by your medical director by the total hours possible in a full-time position. In this case, $10 \text{ hours} / 40 \text{ hours} = .25$ or 25% devoted to the position.

We pay all of our employees by the hour. For example, my OR nurse makes \$25/hour. How should I report the annual salary?

To calculate the annual salary of the OR nurse, multiply the hourly salary by 2,080. In this example, $\$25 \times 2,080 = \$52,000$ (Use 2,080 regardless of the hours actually worked).

FULL-TIME EQUIVALENTS

We have 15 full-time employees who work 40 hours a week and 10 part-time employees who work 20 hours a week. How should I report the number of full-time equivalent (FTE) employees in the ASC Statistics section?

Use ASCA's FTE Calculator to determine your total number of FTEs (a link to the FTE Calculator is available in the survey).

Disclaimer:

This survey is being conducted by the Ambulatory Surgery Center Association (ASCA) for the benefit of those involved in the administration of ambulatory surgery centers (ASCs). ASCA is a non-profit tax exempt organization that works to advance the interests of ASCs. The compilation and reporting of survey data by ASCA has been conducted in compliance with all applicable laws, including antitrust laws, and the guidance provided by the United States Department of Justice and Federal Trade Commission. The data reported in this survey is necessarily limited to information received from persons responding to the survey, and should not be viewed as representative of the entire field. All companies and individuals should conduct their activities based on independent business judgment. ASCA makes no recommendations, suggestions, or exhortations regarding the conduct of its members or others in areas or activities addressed by this survey. ASCA hereby disclaims all liability for any claims, losses, or damages in connection with use or application of this survey data. The survey, report, and the survey data are the sole and exclusive property of ASCA. Reproduction or redistribution in whole or in part without the express written consent of ASCA is prohibited. Copyright 2015 Ambulatory Surgery Center Association.