

_____ (Month)

Calculating Telehealth Savings – Educ/Admin Activities

Date	Event Title	Event Host	Would staff have traveled for this event?	Event Length	Add'l # of staff who could attend since held locally	# of on-site participants	Total Miles to Host Site (Round Trip)	Travel Hours Saved	*Event Cost Savings
2/15	Grand Rounds	General Hospital	N	1 hour	4	5	120 miles	2 hours	\$260
2/23	IT Dept. Mtg.	General Hospital	Y	2 hour	2	4	120 miles	2 hours	\$220
TOTALS:									

Formulas:

Travel Dollars Saved: (total miles-RT) x (approved mileage rate)

Non-Productive Staff Time Saved: (travel hours saved) x (average hourly rate) x (# of Participants)

***Event Cost Savings:** (Travel Dollars Saved) + (Non-productive Time Saved)

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