Safer Staffing – Nursing and Midwifery Workforce Information

June 2014 Report

1. Purpose:

To provide the Trust Board with an overview of the nurse and midwifery staffing levels in inpatient areas as outlined in the Chief Nurse Staffing Guide 'How to ensure the right people, with the right skills are in the right place at the right time' published by the National Quality Board and NHS Commissioning Board. The following report provides an overview of the nurse, midwifery and care staff shifts not covered, vacancies and sickness rates. Alerting the Board to any workforce risks and the mitigating factors that are in place to reduce these risks.

2. Scope of the Review

This report is focused on all in-patient adult wards including critical care and all in-patient maternity wards on the acute site as well as the community birthing centres. This report does not yet include non-in-patient areas such as the operating theatres, day surgery, endoscopy and emergency department.

The trust website safer staffing page (URL: www.ruh.nhs.uk/saferstaffing) is now available to sign post the public to the staffing information and will continue to be updated to ensure transparency and compliance with national requirements.

3. Safer Staffing Exception Report

The Trust received the first safer staffing report in May 2014 as part of the national requirements to publish nurse staffing data on a monthly basis both on the trust website and on the national reporting system for publication.

An overview and summary of the percentage fill rates based on staffing levels planned and actual (calculated in hours) of the registered nurse and non-registered nurse (called in the national template – care staff) workforce available in all inpatient wards at the RUH for the month of June is provided in Table1.

This report is taken from the data collection that has been published on UNIFY (Appendix A) and will be linked to the relevant NHS Choices web pages. In addition to the adult inpatient wards all future reports will now include maternity inpatient services as part of the transition of services to the RUH.

4. SAFER STAFFING: JUNE 2014

The table below shows the staffing levels (the percentage of hours worked by registered nurses/midwives and care staff out of the number of hours staff were planned to work) for all inpatient wards at the RUH Bath in June 2014.

Table 1

Ward name	Day		Night	
	Staffing Level registered nurses / midwives (%)	Staffing Level care staff (%)	Staffing Level registered nurses / midwives (%)	Staffing Level care staff (%)
ACE	81.8%	92.7%	86.5%	126.0%
Acute Stroke Unit	96.7%	75.8%	104.2%	103.3%
Cardiac Ward	95.0%	103.9%	95.9%	119.6%
Charlotte Ward	114.5%	114.7%	100.3%	103.3%
Cheselden Ward	89.8%	117.0%	99.9%	128.6%
Children's Ward	89.5%	105.9%	104.9%	83.3%
Combe Ward	106.9%	107.0%	98.8%	153.6%
Coronary Care Unit	90.0%	78.0%	99.7%	101.7%
Forrester Brown Ward	91.1%	95.8%	90.5%	112.3%
Haygarth Ward	113.1%	134.1%	72.4%	107.3%
Helena Ward	128.6%	129.9%	97.8%	104.7%
Intensive Therapy Unit	92.3%	77.0%	93.1%	70.0%
Medical Assessment Unit	92.8%	133.8%	90.8%	132.4%

Ward name	Day		Night	
	Staffing Level registered nurses / midwives (%)	Staffing Level care staff (%)	Staffing Level registered nurses / midwives (%)	Staffing Level care staff (%)
Medical Short Stay	83.2%	94.9%	101.5%	99.8%
Midford Ward	103.0%	125.5%	91.1%	148.7%
Neonatal Intensive Care Unit	99.3%	65.4%	97.9%	43.3%
Parry Ward	104.7%	96.5%	116.3%	104.2%
Phillip Yeoman Ward	83.2%	113.7%	93.8%	93.0%
Pulteney Ward	96.9%	116.5%	71.0%	161.3%
Respiratory Ward	94.1%	109.8%	92.9%	128.9%
Robin Smith Ward	97.9%	100.4%	98.8%	122.9%
Surgical Admissions Unit	94.6%	101.3%	89.7%	148.3%
Surgical Short Stay Unit	132.5%	102.5%	156.4%	104.0%
Waterhouse Ward	93.2%	103.9%	100.8%	95.9%
William Budd Ward	103.2%	90.3%	100.0%	101.8%
MATERNITY				
Mary Ward	80.3%	70.7%	93.1%	85.7%
Chippenham Birthing Centre	95.0%	42.2%	98.1%	80.0%
Paulton Birthing Centre	86.7%	73.7%	120.2%	100.0%

The full data is available on the Safer Staffing page of our website: www.ruh.nhs.uk/saferstaffing

5. Exception report narrative by ward

As part of the exception reporting process this report focuses on areas with percentage fill rates (staffing levels) that fall below 90% and those that are highlighted above 120%. This information gives overall percentage figures and needs to be taken into context with the expert professional judgements that take place on a shift by shift basis to determine safe staffing levels to meet the acuity and dependency of patients. In addition other nurse sensitive data such as falls, Clostridium Difficile, MRSA, Pressure Ulcers and sickness absence rates (presented as part of the Quality Report) inform assessments of quality.

The following provides information narrative explanation of the exceptions highlighted:

5.1.1   ACE ward

The ward is often only able to staff to 3 registered nurses due to having 6.0 Whole Time Equivalent (WTE) Registered Nurse vacancies. Until this is resolved an additional Health Care Assistant (HCA) is rostered. As part of the Nurse Recruitment Plan 3 WTE Registered Nurses have been appointed following successful interviews and will start in post between August and September.

5.1.2   Acute Stroke Unit

The Acute Stroke Unit requested 120hrs of HCA hours that were not filled. To manage the risk and ensure best workforce coverage the Acute Stroke Unit did not request for every shift. Decisions were made according to patient dependency and acuity levels which can vary considerably due to the patient cased load and activity on the Unit.

Staff are also expected to provide cover in the Outpatient Department which has not been collated as part of this data and will have impact on the overall fill rate. As part of the recruited plan two overseas nurses have been appointed and will commence in post in July following a period of supervisory practice.

5.1.3 Cheselden ward

89 per cent fill rate for Registered Nurse hours was attributed to unexpected sickness of which 40hrs of trained requests were not filled, where appropriate these hours were supplemented with an HCA to support workload.

The 128 per cent fill rate for HCA on nights is a reflection of an increase in the patient dependency and acuity on this ward during this period of time. Additional requests for HCA hours were rostered in order to meet safe staffing levels and care needs.

5.1.4 Children's ward

The Registered Nurse fill rates on days are 89.5 per cent, this has been due to unexpected sickness and vacancies which have been recruited to and will be in post between September and October.

The HCA fill rate on nights is 83.3 per cent this is mainly due to vacancy factors and staff moves to support nurse staffing levels in the Out Patient Department.

5.1.5 Combe ward

There was a high usage of HCA usage and specials on nights as a result of increased dependency and to support the more specialist mental health care needs of patients. As a result of 6.0 WTE Registered Nurse vacancies and in order to mitigate risk HCA's on occasions were also used to compensate vacancy factor and meet safe staffing levels and care needs. As part of the recruitment plan two overseas nurses have been appointed and will start in July following a period of supervisory practice.

5.1.6 Coronary Care

During the day shift a short fall in the available hours for a HCA was identified. However, there is not always a request to cover for this requirement. This is due to the unpredictability of the Unit and nature of the speciality. Staffing requirements are therefore reviewed on a day to day, shift by shift basis and decisions made according to patient dependency/acuity.

5.1.7 Haygarth ward

On the night shift there is a shortfall in the available Registered Nurse hours due to vacancy factors. The planned skill mix is for 3 Registered Nurses. To cover shifts with appropriately skilled and experienced nurses the ward is currently rostering 2 registered nurses at night and increasing the staffing levels according to patient acuity/dependency during this period of time using professional judgement and clinical expertise.

5.1.8 Helena ward

An increase in dependency and acuity of patients has resulted in fluctuations in workload. Additional Registered Mental Health nurse time was requested to support the more specialist mental health needs of patients who were admitted to this area.

5.1.9 Critical Care Services

HCA fill rates for days are 77.0 per cent this is mainly due to vacancies of 2.0 WTE.

5.1.10 Medical Admissions Unit

There are a number of registered nurse vacancies which have been identified on the risk register and plans are in place to actively recruit to vacant posts. HCA cover was requested to cover registered shifts that were not filled by requested Bank Nurse hours. HCA cover was used to increase numbers particularly at night.

The Unit is currently running with 8.0 WTE vacancies for Registered Nurses which have been recruited to.

4 WTE Registered Nurses will start in post in July and 4 WTE Registered Nurses will be taking up their post between July and September due to requirements for of notice within their current roles.

5.1.11 Midford ward

There are currently 7 WTE Registered Nurse vacancies in this area and the situation has been identified on the risk register and plans are in place to actively recruit to the vacant posts. HCA hours have been used to cover shifts where appropriate and have been employed to compensate for this shortfall until the registered posts are recruited into. As part of the recruited plan one overseas nurse has been appointed and will commence in post in July following a period of supervisory practice.

5.1.12 Neonatal Intensive Care

The unit has rostered 1 HCA per shift. These decisions have been made using professional judgement and were based on variations in bed occupancy and dependency in order to cover vacancies which are currently being recruited to.

5.1.13 Pulteney ward

On the night shift the planned skill mix is 3 Registered Nurses and 2 HCA's, this has not been achievable due to vacancy factors that require experienced Registered Nurses. To reduce risk, there is planned rostering of 2 Registered Nurses and 3 HCA's to ensure staff cover and patient's needs can be met until vacancies are filled and the agreed establishments are met.

As part of the recruited plan two overseas nurses has been appointed and will commence in post in July following a period of supervisory practice.

5.1.14 Respiratory ward

Extra HCA's have been rostered onto nights to meet the increased dependency and acuity of patients for example patients who require care delivery on a one to one basis.

5.1.15 Robin Smith ward

Extra HCA's had been rostered onto night shifts in line with the revised establishment. These posts have now been recruited to so planned figures will be adjusted to reflect this.

5.1.16 Surgical Admissions Unit

Due to Registered Nurse vacancies an extra HCA has been rostered.

5.1.17 Surgical Short Stay

The RN fill rate for days is 132.5 per cent this reflects occasions when the eye unit is opened in order to undertake Day Surgery activity in the Eye Unit.

RN fill rate for nights is 156.4 per cent this reflects the investment funding which has now been recruited to.

6. Maternity

This is the first staffing report presented to the Board for Maternity Inpatients Wards following transfer of maternity services to the RUH in June. The Maternity services use an integrated model of care between the community and hospital setting. There are currently three inpatient area to be reported on.

6.1 Mary ward

The Registered Midwife fill rate for days is reported at 80.3 per cent and the Midwifery Care Assistant fill rate is reported at 70.7 per cent. There is a requirement that staff in this area support the midwifery staffing within The Central Delivery Suite and therefore staff are moved to cover staffing in this area based on expert clinical decision making, where patient needs, workload and capacity is critically reviewed and risks are assessed.

6.2 Chippenham Birthing Centre

The agreed establishment is for one Registered Midwife to support the birthing centre at all times, assurance has been given that these levels are achieved and can be evidenced. However, the figures presented also include the community teams and will need to be revised to establish a benchmark for future reports.

6.3. Paulton Birthing Centre

As above the establishment is for one Registered Midwife to support the birthing Centres at all times, assurance has been given that these levels are always were achieved and can be evidenced. Figures will be revised next month to exclude community teams.

7. Summary of exception report

In summary it is recognised there are a number of registered nurse vacancies across the organisation. A recruitment action plan has been developed to focus specifically on nursing and is also included as part of the wider workforce plan.

Due to the significantly high vacancy factor across the Older Persons Unit these areas have been the focus for the overseas recruitment campaign and request to repeat this activity and return to Portugal in the autumn will be submitted as part of the next business plan.

As part of the recruitment plan the Trust will be introducing a Return to Acute Care Programme for 12-18 Registered Nurses in October. This is a six month employed training programme to support nurses who are currently registered with an opportunity to return to acute practice and become employed as part of the Registered Nurse workforce.

The Trust is also supporting placements for three Return to Practice Nurses who are not currently practicing and are required to undertake a six academic programme of study in order to be registered with the NMC.

For Midwifery Inpatient areas it is important to note the integrated staffing model used. However, in order to inform and reflect the staffing within the Birthing Centres more accurately and establish a baseline for these areas in regard to the future reporting more work is required in this area and an action plan is in place to achieve this for July data collection.

8. Recommendation

This exception report provides the Board with an overview of the nurse, midwifery and care staff shifts not covered within the parameters highlighted, and the associated vacancies and sickness rates aligned to these areas. Alerting the Board to any workforce risks and providing assurance of how these are mitigated.

The Board are asked to note the contents of this report, the progress made to support increasing transparency of publication of data relating to nurse staffing and compliance with the National Quality Board Standards.

Fill rate indicator return
Staffing: Nursing, midwifery and care staff

Org: RD1   Royal United Hospital Bath NHS Trust

Period: June_2014-15

Appendix A: June 2014 Publication of Safer Staffing Data

Please provide the URL to the page on your trust website where your staffing information is available

www.ruh.nhs.uk/saferstaffing

Validation alerts (see control panel)	Site code *The Site code is automatically populated when a Site name is selected	Hospital Site name	Ward name	Specialty 1	Specialty 2	Day — Registered midwives/nurses — Total monthly planned staff hours	Day — Registered midwives/nurses — Total monthly actual staff hours	Day — Care Staff — Total monthly planned staff hours	Day — Care Staff — Total monthly actual staff hours	Night — Registered midwives/nurses — Total monthly planned staff hours	Night — Registered midwives/nurses — Total monthly actual staff hours	Night — Care Staff — Total monthly planned staff hours	Night — Care Staff — Total monthly actual staff hours	Day — Average fill rate - registered nurses/midwives (%)	Day — Average fill rate - care staff (%)	Night — Average fill rate - registered nurses/midwives (%)	Night — Average fill rate - care staff (%)
	RD130	Royal United Hospital - RD130	ACE	430 - GERIATRIC MEDICINE	300 - GENERAL MEDICINE	2365	1934	1720	1594	1200	1038.5	900	1133.83	81.8%	92.7%	86.5%	126.0%
	RD130	Royal United Hospital - RD130	Acute Stroke Unit	430 - GERIATRIC MEDICINE	300 - GENERAL MEDICINE	1957.5	1893.33	2175	1648.33	900	937.75	900	930	96.7%	75.8%	104.2%	103.3%
	RD130	Royal United Hospital - RD130	Cardiac Ward	320 - CARDIOLOGY	300 - GENERAL MEDICINE	2260.5	2148.25	1233	1280.75	1200	1151	600	717.5	95.0%	103.9%	95.9%	119.6%
	RD130	Royal United Hospital - RD130	Charlotte Ward	502 - GYNAECOLOGY	100 - GENERAL SURGERY	1327.5	1520.16	885	1015.25	600	602	600	619.83	114.5%	114.7%	100.3%	103.3%
	RD130	Royal United Hospital - RD130	Cheselden Ward	101 - UROLOGY	100 - GENERAL SURGERY	1027.5	923	822	961.5	720	719.5	360	463	89.8%	117.0%	99.9%	128.6%
	RD130	Royal United Hospital - RD130	Childrens Ward	420 - PAEDIATRICS	110 - TRAUMA & ORTHOPAEDICS	3195.5	2861.5	415	439.5	1725	1810	345	287.5	89.5%	105.9%	104.9%	83.3%
	RD130	Royal United Hospital - RD130	Combe Ward	430 - GERIATRIC MEDICINE	300 - GENERAL MEDICINE	1575	1683.75	1575	1684.75	900	889.58	600	921.75	106.9%	107.0%	98.8%	153.6%
	RD130	Royal United Hospital - RD130	Coronary Care Unit	320 - CARDIOLOGY	300 - GENERAL MEDICINE	1305	1175	217.5	169.75	570	568.5	285	289.91	90.0%	78.0%	99.7%	101.7%
	RD130	Royal United Hospital - RD130	Forrester Brown Ward	110 - TRAUMA & ORTHOPAEDICS	300 - GENERAL MEDICINE	3927	3578.91	3087	2956.5	2160	1955.58	1692	1900.25	91.1%	95.8%	90.5%	112.3%
	RD130	Royal United Hospital - RD130	Haygarth Ward	300 - GENERAL MEDICINE	301 - GASTROENTEROLOGY	1630	1844.25	1018.75	1366	900	652	900	965.5	113.1%	134.1%	72.4%	107.3%
	RD130	Royal United Hospital - RD130	Helena Ward	400 - NEUROLOGY	430 - GERIATRIC MEDICINE	1215	1562	1012.5	1315.41	900	880	600	628	128.6%	129.9%	97.8%	104.7%
	RD130	Royal United Hospital - RD130	Intensive Therapy Unit	300 - GENERAL MEDICINE	100 - GENERAL SURGERY	4013.75	3704.91	422.5	325.25	3000	2793.25	300	210	92.3%	77.0%	93.1%	70.0%
	RD130	Royal United Hospital - RD130	Medical Assessment Unit	300 - GENERAL MEDICINE		3552	3297.31	1332	1782.23	2280	2070.33	855	1131.75	92.8%	133.8%	90.8%	132.4%
	RD130	Royal United Hospital - RD130	Medical Short Stay	300 - GENERAL MEDICINE		1332	1108	888	842.75	600	609.25	300	299.5	83.2%	94.9%	101.5%	99.8%
	RD130	Royal United Hospital - RD130	Midford Ward	430 - GERIATRIC MEDICINE	300 - GENERAL MEDICINE	1526	1571.25	1526	1914.75	900	819.75	600	892	103.0%	125.5%	91.1%	148.7%
	RD130	Royal United Hospital - RD130	Neonatal Intensive Care Unit	420 - PAEDIATRICS		2070.75	2056	753	492.5	1725	1688.5	690	299	99.3%	65.4%	97.9%	43.3%
	RD130	Royal United Hospital - RD130	Parry Ward	100 - GENERAL SURGERY	300 - GENERAL MEDICINE	1592	1667	1592	1536	600	698	900	938	104.7%	96.5%	116.3%	104.2%
	RD130	Royal United Hospital - RD130	Phillip Yeoman Ward	110 - TRAUMA & ORTHOPAEDICS	100 - GENERAL SURGERY	1498.5	1246.75	864	982.5	630	591	630	586	83.2%	113.7%	93.8%	93.0%
	RD130	Royal United Hospital - RD130	Pulteney Ward	430 - GERIATRIC MEDICINE	300 - GENERAL MEDICINE	1575	1525.83	1575	1835.58	900	639	600	967.5	96.9%	116.5%	71.0%	161.3%
	RD130	Royal United Hospital - RD130	Respiratory Ward	300 - GENERAL MEDICINE	340 - RESPIRATORY MEDICINE	2433.75	2290.75	1327.5	1457.5	1200	1115.25	600	773.25	94.1%	109.8%	92.9%	128.9%
	RD130	Royal United Hospital - RD130	Robin Smith Ward	100 - GENERAL SURGERY	120 - ENT	1788	1751.11	1233	1237.41	1080	1066.5	612	752	97.9%	100.4%	98.8%	122.9%
	RD130	Royal United Hospital - RD130	Surgical Admissions Unit	100 - GENERAL SURGERY		2040	1930	1224	1239.75	1440	1291.5	720	1067.83	94.6%	101.3%	89.7%	148.3%
	RD130	Royal United Hospital - RD130	Surgical Short Stay Unit	100 - GENERAL SURGERY	110 - TRAUMA & ORTHOPAEDICS	1237.5	1639.55	765	784.41	350	547.5	300	312	132.5%	102.5%	156.4%	104.0%
	RD130	Royal United Hospital - RD130	Waterhouse Ward	100 - GENERAL SURGERY	300 - GENERAL MEDICINE	1761.75	1642	1417.5	1472.33	1080	1089	1080	1035.91	93.2%	103.9%	100.8%	95.9%
	RD130	Royal United Hospital - RD130	William Budd Ward	370 - MEDICAL ONCOLOGY	303 - CLINICAL HAEMATOLOGY	1575	1625.16	900	812.91	600	600	600	610.5	103.2%	90.3%	100.0%	101.8%
	RD130	Royal United Hospital - RD130	Mary Ward	501 - OBSTETRICS		5400	4334.25	1560	1102.25	4140	3853	1035	887	80.3%	70.7%	93.1%	85.7%
	RD102	Chippenham Hospital - RD102	Chippenham Birthing Centre	501 - OBSTETRICS		2153.57	2046	675	285	630	617.75	315	252	95.0%	42.2%	98.1%	80.0%
	RD129	Paulton Hospital - RD129	Paulton Birthing Centre	501 - OBSTETRICS		1076.79	934	450	331.5	315	378.5	315	315	86.7%	73.7%	120.2%	100.0%

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Validation alerts (see control panel)	Hospital Site Details		Ward name	Main 2 Specialties on each ward		Day				Night				Day	Night	Day	Night
						Registered midwives/nurses		Care Staff		Registered midwives/nurses		Care Staff		Average fill rate - registered nurses/midwives (%)	Average fill rate - care staff (%)	Average fill rate - registered nurses/midwives (%)	Average fill rate - care staff (%)
	Site code *The Site code is automatically populated when a Site name is selected	Hospital Site name		Specialty 1	Specialty 2	Total monthly planned staff hours	Total monthly actual staff hours	Total monthly planned staff hours	Total monthly actual staff hours	Total monthly planned staff hours	Total monthly actual staff hours	Total monthly planned staff hours	Total monthly actual staff hours				
	RD130	Royal United Hospital - RD130	ACE	430 - GERIATRIC MEDICINE	300 - GENERAL MEDICINE	2365	1934	1720	1594	1200	1038.5	900	1133.83	81.8%	92.7%	86.5%	126.0%

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	Site code *The Site code is automatically populated when a Site name is selected	Hospital Site name		Specialty 1	Specialty 2	Total monthly planned staff hours	Total monthly actual staff hours	Total monthly planned staff hours	Total monthly actual staff hours	Total monthly planned staff hours	Total monthly actual staff hours	Total monthly planned staff hours	Total monthly actual staff hours				
	RD130	Royal United Hospital - RD130	ACE	430 - GERIATRIC MEDICINE	300 - GENERAL MEDICINE	2365	1934	1720	1594	1200	1038.5	900	1133.83	81.8%	92.7%	86.5%	126.0%

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	Site code *The Site code is automatically populated when a Site name is selected	Hospital Site name		Specialty 1	Specialty 2	Total monthly planned staff hours	Total monthly actual staff hours	Total monthly planned staff hours	Total monthly actual staff hours	Total monthly planned staff hours	Total monthly actual staff hours	Total monthly planned staff hours	Total monthly actual staff hours				
	RD130	Royal United Hospital - RD130	ACE	430 - GERIATRIC MEDICINE	300 - GENERAL MEDICINE	2365	1934	1720	1594	1200	1038.5	900	1133.83	81.8%	92.7%	86.5%	126.0%
			Total			58411.86	55494.02	32665.25	32866.36	33245	31672.49	18234	20186.31				