

TRUST BOARD IN PUBLIC		Date: 27 October 2016	
		Agenda Item: 2.2	
REPORT TITLE:		Chief Nurse & Medical Director Report	
EXECUTIVE SPONSOR:		Fiona Allsop, Chief Nurse Des Holden, Medical Director	
REPORT AUTHOR (s):		Fiona Allsop, Chief Nurse Des Holden, Medical Director	
REPORT DISCUSSED PREVIOUSLY: (name of sub-committee/group & date)		N/A	
Action Required:			
Approval ()	Discussion (√)	Assurance (√)	
Purpose of Report:			
To provide an update on continuing work in relation to safe and quality focused patient care that sits outside the operational performance reports including monthly Safer Staffing information and exception reports.			
Summary of key issues			
<ul style="list-style-type: none"> • The Safer Staffing report (September 2016 data) indicates that the Trust has delivered the planned versus actual staffing levels in the inpatient areas and maternity unit against existing template. • Care Hours Per Patient Day (CHPPD) are reported for September • Consultant appointments • 7 Day Services audit submission • Infection Prevention & Control • Professor posts 			
Recommendation:			
To note the report.			
Relationship to Trust Strategic Objectives & Assurance Framework:			
SO1: Safe – Deliver safe high quality and improving services which pursue perfection and be in the top 20% against our peers SO2: Effective – As a teaching hospital deliver effective, improving and sustainable clinical services within the local health economy SO3: Caring – Working in partnership with staff, families and carers SO4: Responsive – Become the secondary care provider of choice our catchment population SO5: Well led - Become an employer of choice and deliver financial and clinical sustainability around a patient focused clinical model			
Corporate Impact Assessment:			
Legal and regulatory impact	Yes		
Financial impact	Yes		
Patient Experience/Engagement	Yes		
Risk & Performance Management	Yes		
NHS Constitution/Equality &	Yes		

Diversity/Communication	
Attachment:	
NA	

TRUST BOARD REPORT – 27TH October 2016
Chief Nurse/ Medical Director Report

Chief Nurse Report

1. Introduction

To provide an update to the Board on nursing staffing in relation to planned versus actual staffing, an update regarding safer staffing monitoring and on recruitment activity.

2. Staffing Planned versus Actual – September 2016

Ward	Ward Specialty	Entries	RN Day	RN Night	NA Day	NA Night	Total Day	Total Night	Overall
Abinger Ward	430 - GERIATRIC MEDICINE	30	99.4%	100%	85.71%	100%	92.28%	100%	95.17%
Acute Medical Unit	300 - GENERAL MEDICINE	30	99.2%	99.52%	89.13%	92.5%	96.26%	96.97%	96.58%
Birthing Centre	501 - OBSTETRICS	30	84.42%	83.33%	N/A	N/A	84.42%	83.33%	83.88%
Bletchingley Ward	300 - GENERAL MEDICINE	30	100%	100%	96.47%	95%	98.54%	97.5%	98.15%
Brockham Ward	502 - GYNAECOLOGY	30	97.5%	100%	95.6%	96.67%	96.87%	99.17%	97.78%
Brook Ward	100 - GENERAL SURGERY	30	100%	98.33%	100%	33.33%	100%	95.24%	98.05%
Buckland Ward	101 - UROLOGY	30	99.17%	100%	98.38%	98.33%	98.84%	99.17%	98.96%
Burstow Ward	501 - OBSTETRICS	30	93.04%	75%	91.75%	95%	92.6%	83.11%	88.34%
Capel Annex I Ward	100 - GENERAL MEDICINE	30	100%	103.33%	96.67%	100%	98.57%	101.67%	99.7%
Capel Ward	430 - GERIATRIC MEDICINE	30	96.18%	96.67%	94.48%	93.33%	95.64%	95.33%	95.5%
Chaldon Ward	300 - GENERAL MEDICINE	30	97.8%	100%	89.94%	88.89%	94.5%	93.33%	94.09%
Charlwood Ward	301 - GASTROENTEROLOGY	30	97.98%	100%	98.47%	98.15%	98.16%	99.07%	98.5%
Cophthorne Ward	301 - GASTROENTEROLOGY	30	98.32%	100%	94.97%	98.15%	97.2%	99.07%	97.91%
Coronary Care Unit	320 - CARDIOLOGY	30	97.78%	100%	N/A	96.67%	97.78%	98.89%	98.33%
Delivery Suite	501 - OBSTETRICS	30	91.96%	97.22%	91.01%	95%	91.72%	96.67%	94.19%
Discharge Lounge	300 - GENERAL MEDICINE	30	96.07%	96.67%	96.25%	100%	96.15%	98.33%	96.91%
Godstone Ward (Haem)	303 - CLINICAL HAEMATOLOGY	30	98.33%	100%	96.1%	N/A	97.66%	100%	98.63%
Godstone Ward (Med)	300 - GENERAL MEDICINE	30	100%	101.11%	89.61%	95.56%	96.11%	98.33%	97.06%
Hazelwood	300 - GENERAL MEDICINE	30	98.88%	98.33%	95.56%	100%	97.21%	99.17%	97.99%
Holmwood Ward	320 - CARDIOLOGY	30	99.33%	100%	93.26%	91.67%	97.61%	95.83%	96.96%
ITU/HDU	192 - CRITICAL CARE MEDICINE	30	98.9%	99.45%	93.93%	90%	98.19%	98.72%	98.45%
Leigh Ward	110 - TRAUMA & ORTHOPAEDICS	30	97.77%	100%	96.08%	100%	97.05%	100%	98.2%
Meadvale Ward	430 - GERIATRIC MEDICINE	30	95.2%	100%	95.83%	100%	95.53%	100%	97.06%
Neonatal Unit	420 - PAEDIATRICS	30	97.28%	98.39%	88.2%	96.55%	94.68%	97.8%	96.14%
Newdigate Ward	110 - TRAUMA & ORTHOPAEDICS	30	96.57%	100%	100.74%	95.56%	98.33%	97.33%	97.95%
Nutfield Ward	430 - GERIATRIC MEDICINE	30	96.67%	98.33%	93.57%	100%	95.52%	99.17%	96.74%
Outwood Ward	420 - PAEDIATRICS	30	97.8%	96.75%	65.9%	56.67%	94.07%	90.22%	92.4%
Rusper Ward	501 - OBSTETRICS	30	93.33%	96.67%	N/A	N/A	93.33%	96.67%	94.44%
Surgical Assessment Unit	100 - GENERAL SURGERY	30	99.17%	100%	96.67%	85%	98.67%	92.5%	95.93%
Tandridge Ward	300 - GENERAL SURGERY	30	94.63%	100%	89.56%	96.67%	92.36%	98.33%	94.19%
Tilgate Annex	100 - GENERAL MEDICINE	30	98%	88.73%	96%	100%	97.24%	93.89%	96.06%
Tilgate Ward	300 - GENERAL MEDICINE	30	97.75%	97.78%	91.4%	93.33%	95.38%	96.67%	95.81%
Woodland Ward	100 - GENERAL SURGERY	30	97.77%	100%	98.89%	101.64%	98.19%	100.82%	99.08%
Total			97.42%	97.77%	93.49%	95.31%	96.09%	96.83%	96.39%

Planned versus actual commentary

The Trust has delivered planned versus actual staffing profile for September. The report shows a stable picture in relation to overall compliance. The red shifts on Outwood and Burstow were managed by the clinical team with no concerns regarding patient safety and successful nursing/midwifery recruitment has been undertaken. The red shifts on Brook ward were related to a patient requiring an enhanced level of care which was managed with no adverse effects.

Care hours per patient day (CHPPD)

Albinger Ward	430 - GERIATRIC MEDICINE		1260	1252.5	1368.5	1173	667	667	908.5	908.5	98.4%	85.7%	100.0%	100.0%	686	2.8	3.0	5.8
Acute Medical Unit	300 - GENERAL MEDICINE		3368	3321	1380	1230	2415	2403.5	1380	1276.5	99.2%	83.1%	99.5%	92.5%	670	5.9	2.6	8.5
Birthright Centre	501 - OBSTETRICS		690	682.5	0	0	690	675	0	0	84.4%	-	83.3%	-	61	19.0	0.0	19.0
Bletchingley Ward	300 - GENERAL MEDICINE	302 - ENDOCRINOLOGY	1380	1380	977.5	943	690	690	690	655.5	100.0%	96.5%	100.0%	96.0%	591	3.5	2.7	6.2
Brockham Ward	502 - GYNAECOLOGY		1380	1345.5	693.5	663	1035	1035	345	333.5	97.6%	95.6%	100.0%	96.7%	506	4.7	2.0	6.7
Brook Ward	100 - GENERAL SURGERY		689	689	356	356	690	678.5	34.5	11.5	100.0%	100.0%	88.3%	33.3%	298	4.6	1.2	5.8
Buckland Ward	101 - UROLOGY		1380	1368.5	954.5	939	690	690	690	678.5	99.2%	96.4%	100.0%	98.3%	600	3.4	2.7	6.1
Burstow Ward	501 - OBSTETRICS		1380	1284	709	690.5	1012	759	690	655.5	93.0%	91.7%	75.0%	95.0%	624	3.3	2.1	5.4
Capel Annex 1 Ward	300 - GENERAL MEDICINE		1380	1380	1035	1000.5	690	713	690	690	100.0%	96.7%	103.3%	100.0%	615	3.4	2.7	6.2
Capel Ward	430 - GERIATRIC MEDICINE		1492.5	1435.5	697.5	659	1035	1000.5	690	644	96.2%	94.5%	96.7%	93.3%	587	4.1	2.2	6.4
Chaldon Ward	300 - GENERAL MEDICINE		1890	1848.5	1372	1234	690	690	1035	920	97.8%	88.9%	100.0%	88.9%	783	3.2	2.8	6.0
Chesham Wood Ward	301 - GASTROENTEROLOGY		1313.5	1287	750	738.5	621	621	621	609.5	98.0%	98.0%	100.0%	98.1%	575	3.3	2.3	5.7
Clyffhorne Ward	301 - GASTROENTEROLOGY		1369.5	1345.5	685.5	651	621	621	621	609.5	98.3%	95.0%	100.0%	98.1%	577	3.4	2.2	5.6
Coronary Care Unit	320 - CARDIOLOGY		1035	1012	0	0	690	690	345	333.5	97.8%	-	100.0%	96.7%	223	7.6	1.5	9.1
Delivery Suite	501 - OBSTETRICS		2070	1903.5	690	628	2070	2012.5	690	655.5	92.0%	91.0%	97.2%	95.0%	168	23.3	7.6	30.9
Discharge Lounge	300 - GENERAL MEDICINE		673.5	647	613	590	345	333.5	345	345	96.1%	96.2%	96.7%	100.0%	132	7.4	7.1	14.5
Godstone Ward (Haem)	303 - CLINICAL HAEMATOLOGY		690	678.5	295	283.5	690	690	0	0	88.3%	96.1%	100.0%	-	165	8.3	1.7	10.0
Godstone Ward (Med)	300 - GENERAL MEDICINE	410 - RHEUMATOLOGY	1725	1725	1035	927.5	1035	1046.5	1035	989	100.0%	89.6%	101.1%	95.6%	754	3.5	2.4	5.9
Hornwood Ward	320 - CARDIOLOGY		1725	1713.5	682	636	690	690	690	632.5	99.3%	93.3%	100.0%	91.7%	789	3.0	1.6	4.7
ILUJDU	192 - CRITICAL CARE MEDICINE		4166	4120	692	650	4163	4140	345	333.5	88.9%	93.9%	99.4%	90.0%	432	18.1	2.2	21.3
Leigh Ward	110 - TRAUMA & ORTHOPAEDICS		1549	1514.5	1148	1103	690	690	1035	1035	97.8%	96.1%	100.0%	100.0%	789	2.8	2.7	5.5
Meadale Ward	430 - GERIATRIC MEDICINE		1260	1199.5	1380	1322.5	690	690	690	690	95.2%	95.8%	100.0%	100.0%	679	2.8	3.0	5.7
Neonatal Unit	420 - PAEDIATRICS		1694	1648	682	601.5	1426	1403	667	644	97.3%	88.2%	98.4%	96.6%	456	6.7	2.7	8.4
Newdigate Ward	110 - TRAUMA & ORTHOPAEDICS		1575	1521	1155	1163.5	690	690	1035	989	96.6%	100.7%	100.0%	95.6%	748	3.0	2.9	5.8
Nutfield Ward	430 - GERIATRIC MEDICINE		1725	1697.5	1011.5	946.5	690	678.5	690	690	96.7%	93.6%	98.3%	100.0%	626	2.8	2.0	4.8
Outwood Ward	420 - PAEDIATRICS		2455	2401	325.5	214.5	1771	1713.5	345	195.5	97.8%	65.9%	96.8%	56.7%	535	7.7	0.8	8.5
Rusper Ward	501 - OBSTETRICS		1380	1298	0	0	690	667	0	0	83.3%	-	96.7%	-	267	7.3	0.0	7.3
Surgical Assessment Unit	100 - GENERAL SURGERY		1380	1368.5	345	333.5	690	690	690	588.5	89.2%	96.7%	100.0%	85.0%	226	9.1	4.1	13.2
Tandridge Ward	300 - GENERAL MEDICINE	340 - RESPIRATORY MEDICINE	1713.5	1621.5	1394	1248.5	690	690	690	667	94.6%	89.6%	100.0%	96.7%	595	3.9	3.2	7.1
Tilgate Annex	300 - GENERAL MEDICINE		1725	1690.5	1050	1008	816.5	724.5	690	690	98.0%	88.0%	100.0%	100.0%	618	3.9	2.7	6.7
Tilgate Ward	300 - GENERAL MEDICINE	340 - RESPIRATORY MEDICINE	1713.5	1675	1023	935	1035	1012	345	322	97.8%	91.4%	97.8%	93.3%	761	3.5	1.7	5.2
Woodland Ward	100 - GENERAL SURGERY		1725	1686.5	1035	1023.5	701.5	701.5	713	713	97.8%	98.9%	100.0%	101.6%	641	3.7	2.7	6.4

Please ignore areas highlighted in orange

CHPPD commentary

The report for September is shown above. The data comparison with September shows that the CHPPD are broadly similar from previous months across the acute inpatient wards.

Care hours per patient day are calculated by dividing the total numbers of nursing hours on a ward or unit by the number of patients in beds at the midnight census. This calculation provides the average number of care hours available for each patient on the ward or unit. Currently the hours reported for nursing only in acute inpatient wards which are shown the white. The orange areas are excluded.

This tool links with planned versus actual reporting and other data such as safety thermometer, incident reporting, sickness rates, vacancy rates and professional judgement to determine the appropriate staffing levels for a ward or unit.

Agency Cap reporting to NHS Improvement

Since November 2015, the Trust has been required to report to NHSI shifts that are above the rate cap, off of a framework or both. The Trust use Mayday nursing agency as the main tier 1 provider. At the current time, the majority of these shifts are above the agency capped rate. These shifts are to be used only in 'break glass' circumstances. The justification of use for each shift is recorded on the Healthroster system. The total numbers of break glass shifts for all nursing staff groups is broadly static compared with previous recent months.

A letter with received from NHSI on 17 October requesting all provider organisations in the South to take further action to reduce agency spend. This letter is being reviewed and further information will be provided to the Board as necessary.

Pilot of nurse associate role

The Trust has learned that it was unsuccessful in the application to become a pilot site for the nurse associate role in the first round. We will assess the opportunity to apply for the second round when further information.

Medical Director Report

3. Successful interviews have been held since the last trust board meeting appointing two consultant Neurologists Drs. Korina Li and Maithili Srikantha to join the medical division.

4. We returned the NHSE 7 day services audit on 19th October. Notes retrieval and entry improved from 48% to 65%. Release of our results compared to south and whole of England will be next month.

5. As reported last trust board, Dr Sarah Mumford spent two days in the trust and will recommend any improvements she feels we can make in infection prevention and control.

6. We are finally out to advert for the Professor of Diseases of the Elderly, a joint post between us and University of Surrey.

7. Recommendation

The Board is asked to note the report.

Fiona Allsop
Chief Nurse
October 2016

Dr Des Holden
Medical Director

Care Hours Per Patient Day

Care hours per patient day have been developed to quantify the nursing time available to each patient by the available registered nursing staff and nursing assistants.

Only complete sites your organisation is accountable for			Day				Night				Day		Night		Care Hours Per Patient Day (CHPPD)			
Ward name	Main 2 Specialties on each ward		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 (%)	Cumulative count over the month of patients at 23:59 each day	Registered midwives/nurses	Care Staff	Overall
	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								
Abinger Ward	430 - GERIATRIC MEDICINE		1,302	1,287	1,422	1,361	713	713	1,070	1,070	98.8%	95.7%	100.0%	100.0%	711	2.8	3.4	6.2
Acute Medical Unit	300 - GENERAL MEDICINE		3,462	3,435	1,426	1,376	2,496	2,496	1,426	1,380	99.2%	96.5%	100.0%	96.8%	991	6.0	2.8	8.8
Birthing Centre	501 - OBSTETRICS		713	713	-	-	713	667	-	-	100.0%	-	93.5%	-	41	33.7	0.0	33.7
Bletchingley Ward	300 - GENERAL MEDICINE	302 - ENDOCRINOLOGY	1,426	1,422	1,155	1,178	1,070	1,058	713	736	99.7%	102.0%	98.9%	103.2%	731	3.4	2.6	6.0
Brockham Ward	502 - GYNAECOLOGY		1,426	1,403	713	679	1,070	1,070	357	334	98.4%	95.2%	100.0%	93.5%	556	4.4	1.8	6.3
Brook Ward	100 - GENERAL SURGERY		713	713	345	333	713	713	-	-	100.0%	96.7%	100.0%	-	308	4.6	1.1	5.7
Buckland Ward	101 - UROLOGY		1,445	1,403	932	928	713	702	713	702	97.1%	99.6%	98.4%	98.4%	624	3.4	2.6	6.0
Burstow Ward	501 - OBSTETRICS		1,426	1,403	713	659	1,070	955	713	679	98.4%	92.4%	89.2%	95.2%	531	4.4	2.5	7.0
Capel Annex I Ward	300 - GENERAL MEDICINE		1,426	1,403	1,070	1,024	713	713	713	702	98.4%	95.7%	100.0%	98.4%	665	3.2	2.6	5.8
Capel Ward	430 - GERIATRIC MEDICINE		1,539	1,539	713	740	1,070	1,047	713	713	100.0%	103.7%	97.8%	100.0%	614	4.2	2.4	6.6
Chaldon Ward	300 - GENERAL MEDICINE		1,955	1,853	1,426	1,380	713	713	1,070	1,058	94.8%	96.8%	100.0%	98.9%	821	3.1	3.0	6.1
Charlwood Ward	301 - GASTROENTEROLOGY		1,375	1,409	838	830	713	713	713	713	102.5%	99.1%	100.0%	100.0%	604	3.5	2.6	6.1
Cophthorne Ward	301 - GASTROENTEROLOGY		1,426	1,415	730	707	713	690	713	713	99.2%	96.8%	96.8%	100.0%	588	3.6	2.4	6.0
Coronary Care Unit	320 - CARDIOLOGY		1,070	1,047	-	-	725	713	345	357	97.8%	-	98.4%	103.3%	227	7.8	1.6	9.3
Delivery Suite	501 - OBSTETRICS		2,139	2,066	713	671	2,139	2,105	667	644	96.6%	94.0%	98.4%	96.6%	134	31.1	9.8	40.9
Discharge Lounge	300 - GENERAL MEDICINE		611	596	602	590	357	357	357	357	97.5%	98.1%	100.0%	100.0%	74	12.9	12.8	25.7
Godstone Ward (Haem)	303 - CLINICAL HAEMATOLOGY		713	702	311	306	713	713	-	-	98.4%	98.6%	100.0%	-	182	7.8	1.7	9.5
Godstone Ward (Med)	300 - GENERAL MEDICINE	410 - RHEUMATOLOGY	1,783	1,737	1,070	1,104	1,070	1,070	1,070	1,058	97.4%	103.2%	100.0%	98.9%	788	3.6	2.7	6.3
Holmwood Ward	320 - CARDIOLOGY		1,783	1,771	713	690	713	713	713	702	99.4%	96.8%	100.0%	98.4%	841	3.0	1.7	4.6
ITU/HDU	192 - CRITICAL CARE MEDICINE		4,536	4,387	745	650	4,451	4,405	357	345	96.7%	87.2%	99.0%	96.8%	468	18.8	2.1	20.9
Leigh Ward	110 - TRAUMA & ORTHOPAEDICS		1,591	1,568	1,201	1,254	713	702	1,070	1,070	98.6%	104.4%	98.4%	100.0%	852	2.7	2.7	5.4
Meadvale Ward	430 - GERIATRIC MEDICINE		1,280	1,208	1,426	1,380	713	713	713	713	94.4%	96.8%	100.0%	100.0%	709	2.7	3.0	5.7
Neonatal Unit	420 - PAEDIATRICS		1,598	1,502	701	724	1,449	1,380	690	633	94.0%	103.3%	95.2%	91.7%	560	5.1	2.4	7.6
Newdigate Ward	110 - TRAUMA & ORTHOPAEDICS		1,599	1,604	1,160	1,264	713	713	1,058	1,058	100.3%	109.0%	100.0%	100.0%	826	2.8	2.8	5.6
Nutfield Ward	430 - GERIATRIC MEDICINE		1,783	1,756	1,081	1,069	713	713	713	702	98.5%	98.9%	100.0%	98.4%	857	2.9	2.1	4.9
Outwood Ward	420 - PAEDIATRICS		2,421	2,344	322	230	1,783	1,760	357	299	96.8%	71.4%	98.7%	83.9%	571	7.2	0.9	8.1
Rusper Ward	501 - OBSTETRICS		1,426	1,392	-	-	713	713	-	-	97.6%	-	100.0%	-	248	8.5	0.0	8.5
Surgical Assessment Unit	100 - GENERAL SURGERY		1,426	1,403	357	357	713	713	713	713	98.4%	100.0%	100.0%	100.0%	254	8.3	4.2	12.5
Tandridge Ward	300 - GENERAL MEDICINE	340 - RESPIRATORY MEDICINE	1,820	1,793	1,414	1,380	713	702	713	656	98.5%	97.6%	98.4%	91.9%	684	3.6	3.0	6.6
Tilgate Annex	300 - GENERAL MEDICINE		1,783	1,783	1,070	1,058	736	713	713	702	100.0%	98.9%	96.9%	98.4%	642	3.9	2.7	6.6
Tilgate Ward	300 - GENERAL MEDICINE	340 - RESPIRATORY MEDICINE	1,786	1,752	1,070	1,035	1,081	1,081	357	357	98.8%	96.8%	100.0%	100.0%	797	3.6	1.7	5.3
Woodland Ward	100 - GENERAL SURGERY		1,783	1,783	1,047	1,024	713	713	713	713	100.0%	97.8%	100.0%	100.0%	666	3.7	2.6	6.4