

TRUST BOARD IN PUBLIC		Date: 27 July 2017	
		Agenda Item: 2.3	
REPORT TITLE:		Safer Staffing & Care Hours Per Patient Day Report	
EXECUTIVE SPONSOR:		Fiona Allsop Chief Nurse	
REPORT AUTHOR (s):		Fiona Allsop Chief Nurse	
REPORT DISCUSSED PREVIOUSLY: (name of sub-committee/group & date)		N/A	
Action Required:			
Approval ()	Discussion (√)	Assurance (√)	
Purpose of Report:			
To provide monthly Safer Staffing and Care Hours per Patient Day (CHPPD) information and exception reports.			
Summary of key issues			
<ul style="list-style-type: none"> • The Safer Staffing report (June 2017 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 June 			
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 & Diversity/Communication	Yes		
Attachment:			
NA			

TRUST BOARD REPORT IN PUBLIC – 27TH July 2017
Safer Staffing and Care Hours Per Patient Day

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 – June 2017

Ward	Ward Specialty	Entries	RN Day	RN Night	NA Day	NA Night	Total Day	Total Night	Overall
Abinger Ward	430 - GERIATRIC MEDICINE	30	95.52%	100%	95.83%	100%	95.68%	100%	97.16%
Acute Medical Unit	300 - GENERAL MEDICINE	30	98.72%	99.01%	90.47%	93.97%	96.3%	97.18%	96.68%
Birthing Centre	501 - OBSTETRICS	30	90.35%	91.67%	N/A	N/A	90.35%	91.67%	91.01%
Bletchingley Ward	430 - GERIATRIC MEDICINE	30	99.17%	91.67%	93.26%	98.33%	96.65%	95%	96.05%
Brockham Ward	502 - GYNAECOLOGY	30	93.11%	98.89%	88.97%	96.67%	91.73%	98.33%	94.36%
Brook Ward	100 - GENERAL SURGERY	30	100%	100%	100%	N/A	100%	100%	100%
Buckland Ward	101 - UROLOGY	30	96.67%	100%	85.81%	96.67%	91.91%	98.33%	94.22%
Burstow Ward	501 - OBSTETRICS	30	87.17%	74.44%	83.12%	88.33%	85.82%	80%	83.18%
Capel Annex I Ward	300 - GENERAL MEDICINE	30	98.04%	100%	95.6%	96.67%	97%	98.33%	97.48%
Capel Ward	300 - GENERAL MEDICINE	30	90.79%	100%	98.24%	95%	93.08%	98%	95.18%
Chaldon Ward	328 - STROKE MEDICINE	30	94.19%	98.33%	95.04%	93.33%	94.55%	95.33%	94.82%
Charlwood Ward	301 - GASTROENTEROLOGY	30	97.72%	100%	87.3%	93.33%	94.06%	96.67%	95.1%
Cophthorne Ward	100 - GENERAL SURGERY	30	98.32%	100%	96.67%	100%	97.77%	100%	98.64%
Coronary Care Unit	320 - CARDIOLOGY	30	93.33%	100%	N/A	93.33%	93.33%	97.78%	95.56%
Delivery Suite	501 - OBSTETRICS	30	96.09%	95%	96.67%	100%	96.23%	96.25%	96.24%
Discharge Lounge	300 - GENERAL MEDICINE	30	96.26%	100%	94.93%	100%	95.6%	100%	97.19%
Godstone Ward (Haem)	303 - CLINICAL HAEMATOLOGY	30	97.72%	98.33%	91.78%	N/A	96.24%	98.33%	97.14%
Godstone Ward (Med)	300 - GENERAL MEDICINE	30	95.33%	98.89%	94.44%	97.78%	95%	98.33%	96.43%
Hazelwood	430 - GERIATRIC MEDICINE	30	100%	100%	90.43%	96.72%	95.11%	98.35%	96.39%
Holmwood Ward	320 - CARDIOLOGY	30	100%	100%	96.83%	96.61%	99.06%	98.32%	98.8%
ITU/HDU	192 - CRITICAL CARE MEDICINE	30	98.62%	95.86%	86.69%	89.66%	96.99%	95.4%	96.22%
Leigh Ward	110 - TRAUMA & ORTHOPAEDICS	30	98.28%	92.86%	94.86%	98.81%	96.92%	96.43%	96.73%
Meadvale Ward	430 - GERIATRIC MEDICINE	30	92.97%	100%	96.06%	98.33%	94.6%	99.17%	96.18%
Neonatal Unit	420 - PAEDIATRICS	30	98.51%	100.79%	94.88%	98.08%	97.4%	100%	98.65%
Newdigate Ward	110 - TRAUMA & ORTHOPAEDICS	30	92.33%	100%	98.31%	95.56%	94.88%	97.33%	95.84%
Nutfield Ward	430 - GERIATRIC MEDICINE	30	94.01%	98.33%	97.01%	95%	95.14%	96.67%	95.65%
Outwood Ward	420 - PAEDIATRICS	30	93.74%	96.15%	83.6%	89.66%	92.45%	95.26%	93.77%
Rusper Ward	501 - OBSTETRICS	30	94.71%	95%	N/A	N/A	94.71%	95%	94.81%
Surgical Assessment Unit	100 - GENERAL SURGERY	30	96.67%	98.33%	100%	96.67%	97.33%	97.5%	97.41%



Tandridge Ward	430 - GERIATRIC MEDICINE	30	93.17%	100%	99.34%	103.33%	96.84%	101.67%	98.39%
Tilgate Annex	300 - GENERAL MEDICINE	30	98%	93.9%	97.78%	100%	97.92%	96.48%	97.38%
Tilgate Ward	340 - RESPIRATORY MEDICINE	30	92.67%	97.78%	100%	102.94%	95.42%	99.19%	96.7%
Woodland Ward	110 - TRAUMA & ORTHOPAEDICS	30	97.1%	100%	100.34%	96.67%	98.32%	98.33%	98.32%
Total			95.94%	97.04%	94.55%	96.63%	95.46%	96.89%	96.04%

Planned versus actual commentary

The Trust has delivered planned versus actual staffing profile for June at organizational level. The overall compliance has improved in June with the only area showing compliance below 80% on Burstow Ward for RNs at night. This is an improvement on the May position with overall compliance increasing in all other areas. The maternity unit staff are managed by the matrons across the service to ensure all areas are staffed appropriately to the clinical need.

Care hours per patient day (CHPPD)

Only complete sites your organisation is accountable for		Main 2 Specialities on each ward		Day				Night				Average fill rate				Care Hours Per Patient Day (CHPPD)						
Ward name	Speciality 1	Speciality 2	Registered Care Staff				Registered Care Staff				Average fill rate nurses/midwives (%)		Average fill rate - care staff (%)		Average fill rate 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
			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	Average fill rate nurses/midwives (%)	Average fill rate - care staff (%)	Average fill rate nurses/midwives (%)	Average fill rate - care staff (%)								
Abinger Ward	430 - GERIATRIC MEDICINE		1302	1188	1426	1288	713	713	713	701.5	91.2%	90.3%	100.0%	98.4%	699	2.7	2.8	5.6				
Acute Medical Unit	300 - GENERAL MEDICINE		3492	3386.5	1426	1364.5	2415	2307.5	1380	1367	97.0%	97.0%	97.0%	98.3%	990	5.8	2.7	8.6				
Birthing Centre	501 - OBSTETRICS		713	697.5	0	0	713	695.5	0	0	97.8%	97.8%	97.8%	98.3%	74	18.3	0.0	18.3				
Biochemistry Ward	430 - GERIATRIC MEDICINE	302 - ENDOCRINOLOGY	1426	1391.5	1058	1035	713	713	713	713	97.6%	97.6%	100.0%	98.0%	610	3.5	2.9	6.3				
Brockham Ward	502 - GYNAECOLOGY		1426	1380	724.5	663	1069.5	1058	356.5	0	96.8%	91.5%	98.0%	100.0%	547	4.5	1.9	6.3				
Brock Ward	101 - UROLOGY		726	707	360	360	713	698.5	0	0	100.0%	100.0%	95.2%	0.0%	318	4.4	1.3	5.5				
Buckland Ward	101 - UROLOGY		1426	1414.5	1087	1003.5	713	713	713	690	99.2%	92.3%	100.0%	96.8%	603	3.5	2.8	6.3				
Burston Ward	501 - OBSTETRICS		1426	1299	713	512	1069.5	782	713	655.5	91.1%	71.8%	73.1%	91.9%	597	3.5	2.0	5.4				
Capel Annex 1 Ward	300 - GENERAL MEDICINE		1433	1360.5	1083.5	1019	713	713	713	713	94.9%	94.0%	100.0%	98.0%	548	3.2	2.7	5.9				
Capel Ward	300 - GENERAL MEDICINE		1613.5	1507	720.5	684.5	1069.5	1046.5	713	713	93.4%	95.0%	97.8%	100.0%	598	4.3	2.3	6.6				
Chaldon Ward	328 - STROKE MEDICINE		1943.5	1837.5	1426	1363	713	678.5	1069.5	1035	94.5%	94.9%	95.2%	96.8%	807	3.1	3.0	6.1				
Charwood Ward	301 - GASTROENTEROLOGY		1426	1368.5	687	624.5	713	713	520	621	96.0%	91.0%	100.0%	97.5%	596	3.5	2.1	5.6				
Copthorne Ward	100 - GENERAL SURGERY		1426	1368.5	746.5	653.5	690	690	690	690	98.0%	127.7%	100.0%	98.3%	574	3.6	2.8	6.4				
Coronary Care Unit	320 - CARDIOLOGY		1023.5	977.5	34	34	713	713	391	379.5	95.5%	100.0%	100.0%	97.1%	227	7.4	1.8	9.3				
Delivery Suite	501 - OBSTETRICS		2139	2094.5	713	678.5	2139	2116	713	713	97.5%	95.2%	98.9%	100.0%	161	26.1	8.6	34.7				
Discharge Lounge	300 - GENERAL MEDICINE		673	673.5	643	655	356.5	356.5	356.5	356.5	95.9%	94.1%	100.0%	100.0%	154	6.7	3.0	12.9				
Godstone Ward (Hsem)	303 - CLINICAL HAEMATOLOGY		713	713	244.5	244.5	713	690	0	0	100.0%	100.0%	96.8%	0.0%	180	7.8	1.4	9.2				
Godstone Ward (Med)	300 - GENERAL MEDICINE	410 - RHEUMATOLOGY	1782.5	1771	1069.5	1046.5	1069.5	1069.5	1069.5	1035	99.4%	97.8%	100.0%	96.8%	795	3.6	2.6	6.2				
Helmwood Ward	100 - GENERAL MEDICINE		1426	1369.5	706	670.5	713	713	701.5	667	98.7%	95.1%	100.0%	95.1%	849	2.9	1.6	4.5				
ITU/HDU	192 - CRITICAL CARE MEDICINE		4257	4201	827	739	4547	4289.5	356.5	310.5	97.8%	89.4%	98.7%	87.1%	448	19.0	2.3	21.3				
Leigh Ward	110 - TRAUMA & ORTHOPAEDICS		1575	1571	1048	979	713	701.5	1046.5	977.5	99.7%	93.4%	98.4%	93.4%	833	2.7	2.3	5.1				
Meadlake Ward	430 - GERIATRIC MEDICINE		1287	1234	1433	1410	713	713	713	713	95.9%	95.4%	100.0%	98.0%	699	2.8	3.0	5.8				
Neonatal Unit	420 - PAEDIATRICS		1682	1521	705	674	1564	1495	644	575	90.4%	95.6%	95.6%	89.3%	452	6.7	2.8	9.4				
Newdigate Ward	110 - TRAUMA & ORTHOPAEDICS		1598.5	1571.5	1178	1141	713	713	1069.5	1000.5	98.3%	93.6%	100.0%	93.6%	811	2.8	2.6	5.4				
Northfield Ward	430 - GERIATRIC MEDICINE		1782.5	1759.5	1069.5	1050	713	713	713	701.5	98.7%	98.2%	100.0%	98.4%	853	2.9	2.1	5.0				
Outwood Ward	420 - PAEDIATRICS		2652	2590.5	362.5	318	2208	2254	333.5	230	97.7%	92.2%	102.1%	92.2%	69	6.5	1.0	9.4				
Rusper Ward	501 - OBSTETRICS		1426	1426	0	0	690	690	23	23	100.0%	0.0%	100.0%	100.0%	262	8.1	0.1	8.2				
Surgical Assessment Unit	100 - GENERAL SURGERY		1426	1414.5	356.5	379.5	713	724.5	713	701.5	99.2%	106.5%	101.6%	98.4%	275	7.8	3.9	11.7				
Tandridge Ward	430 - GERIATRIC MEDICINE	340 - RESPIRATORY MEDICINE	1278	1258	1774.5	1682.5	713	713	770.5	782	98.4%	94.8%	100.0%	98.0%	804	2.5	3.1	5.5				
Tilgate Annex	300 - GENERAL MEDICINE		1786	1698	1079.5	1053	874	805	713	701.5	95.1%	97.5%	92.1%	98.4%	627	4.0	2.8	6.8				
Tilgate Ward	340 - RESPIRATORY MEDICINE	340 - RESPIRATORY MEDICINE	1782.5	1721	1081	1012	1069.5	1069.5	368	356.5	96.5%	93.6%	100.0%	96.9%	790	3.5	1.7	5.3				
Woodland Ward	110 - TRAUMA & ORTHOPAEDICS		1782.5	1778.5	1069.5	1069.5	713	713	713	690	99.8%	100.0%	100.0%	96.8%	673	3.7	2.6	6.3				

The report for June is shown above. The data comparison with June shows that the CHPPD are broadly similar to 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.

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.

3. Recommendation

To note the report

Fiona Allsop
Chief Nurse
July 2017