

TRUST BOARD IN PUBLIC		Date: 26 January 2017	
		Agenda Item: 2.4	
REPORT TITLE:		Staffing 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 (December 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 December 			
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 – 26th January 2017 Safer Staffing/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 – December 2016

Ward	Ward Specialty	Entries	RN Day	RN Night	NA Day	NA Night	Total Day	Total Night	Overall
Abinger Ward	430 - GERIATRIC MEDICINE	31	100.31%	100%	88.21%	98.91%	93.98%	99.35%	96.09%
Acute Medical Unit	300 - GENERAL MEDICINE	31	98.44%	97.62%	90.57%	90.83%	96.14%	95.15%	95.71%
Birthing Centre	501 - OBSTETRICS	31	90.32%	95.16%	N/A	N/A	90.32%	95.16%	92.74%
Bletchingley Ward	430 - GERIATRIC MEDICINE	31	95.16%	100%	97.07%	95.16%	95.97%	97.58%	96.56%
Brockham Ward	502 - GYNAECOLOGY	31	96.77%	97.85%	95.74%	83.87%	96.43%	94.35%	95.6%
Brook Ward	100 - GENERAL SURGERY	31	100%	96.77%	85.08%	N/A	94.79%	96.77%	95.58%
Buckland Ward	101 - UROLOGY	31	98.91%	100%	90.76%	85.48%	95.35%	92.74%	94.41%
Burstow Ward	501 - OBSTETRICS	31	91.06%	66.67%	88.15%	79.03%	90.09%	71.61%	81.69%
Capel Annex I Ward	300 - GENERAL MEDICINE	31	95.65%	98.39%	98.88%	90.32%	97.03%	94.35%	96.06%
Capel Ward	300 - GENERAL MEDICINE	31	95.02%	98.92%	82.79%	95.16%	91.21%	97.42%	93.91%
Chaldon Ward	328 - STROKE MEDICINE	31	96.9%	100%	90.85%	96.77%	94.34%	98.06%	95.63%
Charlwood Ward	301 - GASTROENTEROLOGY	31	94.26%	100%	85.39%	98.15%	91.21%	99.07%	94.1%
Cophthorne Ward	100 - GENERAL SURGERY	31	96.77%	100%	92.37%	95.16%	95.25%	97.58%	96.17%
Coronary Care Unit	320 - CARDIOLOGY	31	100%	100%	N/A	86.67%	100%	95.56%	97.81%
Delivery Suite	501 - OBSTETRICS	31	94.95%	97.31%	85.48%	75.81%	92.58%	91.94%	92.26%
Discharge Lounge	300 - GENERAL MEDICINE	31	98.2%	100%	96.23%	96.67%	97.24%	98.33%	97.63%
Godstone Ward (Haem)	303 - CLINICAL HAEMATOLOGY	31	101.05%	100%	92%	N/A	99.17%	100%	99.54%
Godstone Ward (Med)	300 - GENERAL MEDICINE	31	101.29%	95.65%	87.1%	92.47%	95.97%	94.05%	95.15%
Hazelwood	430 - GERIATRIC MEDICINE	31	98.91%	100%	89.25%	100%	94.05%	100%	96.44%
Holmwood Ward	320 - CARDIOLOGY	31	100%	100%	77.42%	96.67%	93.55%	98.33%	95.25%
ITU/HDU	192 - CRITICAL CARE MEDICINE	31	97.72%	96.64%	84.42%	77.42%	96.02%	95.22%	95.63%
Leigh Ward	110 - TRAUMA & ORTHOPAEDICS	31	96.13%	98.33%	95.85%	90%	96.03%	93.33%	94.95%
Meadvale Ward	430 - GERIATRIC MEDICINE	31	96.24%	100%	91.87%	95.16%	93.98%	97.62%	95.24%
Neonatal Unit	420 - PAEDIATRICS	31	93.95%	91.91%	95.71%	100%	94.54%	94.27%	94.41%
Newdigate Ward	110 - TRAUMA & ORTHOPAEDICS	31	95.19%	100%	99.45%	91.4%	97.01%	94.84%	96.16%
Nutfield Ward	430 - GERIATRIC MEDICINE	31	100%	100%	93.57%	100%	97.58%	100%	98.35%

Outwood Ward	420 - PAEDIATRICS	31	95.52%	101%	61.28%	51.72%	92.14%	94.78%	93.29%
Rusper Ward	501 - OBSTETRICS	31	96.77%	98.39%	N/A	N/A	96.77%	98.39%	97.31%
Surgical Assessment Unit	100 - GENERAL SURGERY	31	97.58%	100%	96.77%	88.71%	97.42%	94.35%	96.06%
Tandridge Ward	430 - GERIATRIC MEDICINE	31	87.86%	100%	96.06%	96.43%	91.76%	98.21%	93.67%
Tilgate Annex	300 - GENERAL MEDICINE	31	98.71%	92%	128.24%	100%	109.79%	95.62%	104.76%
Tilgate Ward	340 - RESPIRATORY MEDICINE	31	99.78%	97.87%	77.82%	110%	91.53%	100.81%	94.62%
Woodland Ward	110 - TRAUMA & ORTHOPAEDICS	31	97.19%	100%	98.92%	101.61%	97.84%	100.81%	98.83%
Total			96.89%	97.1%	92.3%	92.57%	95.35%	95.4%	95.37%

Planned versus actual commentary

The Trust has delivered planned versus actual staffing profile for December at organizational level. The red shifts showing compliance below 80% were managed by the relevant clinical team with no concerns regarding patient safety. Nursing assistant recruitment continues and new staff members will be joining through January.

Care hours per patient day (CHPPD)

Albinger Ward	430 - GERIATRIC MEDICINE	1352	1306	1429.5	1261	713	713	1068	1046.5	100.0%	88.2%	100.0%	98.9%	678	3.0	3.4	6.4
Acute Medical Unit	300 - GENERAL MEDICINE	3461.5	3407.5	1426	1291.5	2415	2357.5	1380	1253.5	98.4%	90.6%	90.6%	90.6%	896	4.4	2.8	9.3
Birthing Centre	501 - OBSTETRICS	713	644	0	0	713	678.5	0	0	90.3%	-	95.2%	-	55	24.0	0.0	24.0
Blechningley Ward	430 - GERIATRIC MEDICINE	1426	1357	1058	1027	713	713	713	678.5	95.2%	97.1%	100.0%	95.2%	727	2.8	2.3	5.2
Brookham Ward	502 - Gynaecology	1426	1380	716.5	686	1069.5	1046.5	356.5	299	96.8%	95.7%	97.8%	83.9%	521	4.7	1.9	6.5
Brook Ward	100 - GENERAL SURGERY	713	713	382	325	713	690	0	0	100.0%	85.1%	96.8%	-	308	4.6	1.1	5.6
Buckland Ward	101 - UROLOGY	1426	1410.5	1109	1006.5	713	713	713	609.5	98.9%	90.8%	100.0%	85.5%	582	3.6	2.8	6.4
Burslow Ward	501 - OBSTETRICS	1426	1396.5	713	626.5	1069.5	713	713	563.5	91.1%	88.1%	96.7%	79.0%	590	3.4	2.0	5.4
Capel Annex 1 Ward	300 - GENERAL MEDICINE	1426	1364	1069.5	1057.5	713	701.5	713	644	95.7%	99.9%	98.4%	90.3%	633	3.3	2.7	6.0
Capel Ward	300 - GENERAL MEDICINE	1595	1515.5	720.5	596.5	1069.5	1058	713	678.5	95.0%	82.8%	98.9%	95.2%	584	4.4	2.2	6.6
Chaldon Ward	338-STROKE MEDICINE	1951	1890.5	1426	1295.5	713	713	1069.5	1035	98.9%	90.8%	100.0%	98.8%	785	3.3	3.0	6.3
Charwood Ward	301 - GASTROENTEROLOGY	1403	1322.5	736	628.5	621	621	621	609.5	94.3%	85.4%	100.0%	98.1%	580	3.4	2.1	5.5
Cophorne Ward	100 - GENERAL SURGERY	1426	1380	754	686.5	713	713	713	678.5	95.8%	92.4%	100.0%	95.2%	575	3.6	2.4	6.0
Coronary Care Unit	320 - CARDIOLOGY	1069.5	1069.5	0	0	690	690	245	259	100.0%	100.0%	100.0%	86.7%	224	7.9	1.3	9.2
Delivery Suite	501 - OBSTETRICS	2139	2021	713	609.5	2139	2081.5	713	540.5	95.0%	85.5%	97.3%	75.8%	157	26.2	7.3	33.5
Discharge Lounge	300 - GENERAL MEDICINE	638.5	627	609.5	586.5	345	345	345	333.5	98.2%	98.2%	100.0%	96.7%	112	8.7	8.2	16.9
Godstone Ward (Haem)	303 - CLINICAL HAEMATOLOGY	713	720.5	187.5	172.5	713	713	0	0	101.1%	92.0%	100.0%	-	172	8.3	1.0	9.3
Godstone Ward (Med)	300 - GENERAL MEDICINE	1782.5	1805.5	1069.5	931.5	1058	1012	1069.5	989	101.3%	87.1%	95.7%	92.5%	733	3.8	2.6	6.5
Holmwood Ward	320 - CARDIOLOGY	1782.5	1782.5	713	552	690	690	690	667	100.0%	77.4%	100.0%	96.7%	788	3.1	1.5	4.7
ITU/HDU	192 - CRITICAL CARE MEDICINE	4510.5	4407.5	661	558	4450.5	4301	356.5	276	97.7%	84.4%	96.6%	77.4%	424	20.5	2.0	22.5
Leigh Ward	110 - TRAUMA & ORTHOPAEDICS	1591	1520.5	1013	971	690	678.5	1025	931.5	96.1%	95.9%	96.3%	90.0%	803	2.7	2.4	5.1
Meadvale Ward	430 - GERIATRIC MEDICINE	1317.5	1298	1414.5	1290.5	736	736	713	678.5	98.2%	91.9%	100.0%	95.2%	681	2.9	2.9	5.8
Neonatal Unit	420 - PAEDIATRICS	1598	1490	803.5	769	1564	1437.5	644	644	93.9%	95.7%	91.9%	100.0%	522	5.6	2.7	8.3
Newgate Ward	110 - TRAUMA & ORTHOPAEDICS	1591	1514.5	1182	1175.5	713	713	1069.5	977.5	95.2%	99.5%	100.0%	91.4%	793	2.8	2.7	5.5
Nutfield Ward	430 - GERIATRIC MEDICINE	1782.5	1782.5	1072.5	1003.5	667	667	667	667	100.0%	93.6%	100.0%	100.0%	824	3.0	2.0	5.0
Outwood Ward	420 - PAEDIATRICS	3090	2942	337	206.5	2311.5	2334.5	333.5	172.5	95.5%	61.3%	101.0%	51.7%	522	10.1	0.7	10.8
Rusper Ward	501 - OBSTETRICS	1426	1380	0	0	713	701.5	0	0	96.8%	-	96.4%	-	241	8.6	0.0	8.6
Surgical Assessment Unit	100 - GENERAL SURGERY	1426	1391.5	356.5	345	713	713	713	632.5	97.6%	96.8%	100.0%	88.7%	227	9.3	4.3	13.6
Tandridge Ward	430 - GERIATRIC MEDICINE	1610	1414.5	1460.5	1403	644	644	644	621	87.9%	96.1%	100.0%	96.4%	614	3.3	3.3	6.6
Tilgate Annex	300 - GENERAL MEDICINE	1786	1763	1073	1376	882.5	793.5	713	713	98.7%	128.2%	100.0%	61.5	3.4	2.8	6.2	
Tilgate Ward	340 - RESPIRATORY MEDICINE	1782.5	1778.5	1073	835	1081	1058	345	379.5	99.8%	77.8%	97.9%	110.0%	746	4.4	1.9	6.3
Woodland Ward	110 - TRAUMA & ORTHOPAEDICS	1782.5	1732.5	1069.5	1058	713	713	713	724.5	97.2%	98.9%	100.0%	101.6%	646	-	-	-

The report for December is shown above. The data comparison with November 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. 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 judgment to determine the appropriate staffing levels for a ward or unit.

3. Recommendation

To note the report

Fiona Allsop
Chief Nurse
January 2017