

**Nurse staffing indicator template**  
**Reporting period: 1 Jan 2016 – 31 Jan 2016**

**Summary of results and commentary – registered nurse staffing levels**

Ward	Registered nurses			
	Day % fill rate	Night % fill rate	Comments	
RBH Heart & Paeds	PICU	103%	103%	As planned
	Rose	102%	94%	As planned
	AICU	123%	129%	On Plan
	Alex	113%	108%	On Plan
	Elizabeth	112%	96%	On Plan
	Paul Wood	106%	101%	On Plan
	Sir Reginald Wilson	134%	115%	On Plan
	York	109%	77%	On Plan
Lung	Foulis	102%	139%	High intravenous drug administration and patient acuity requiring more RN cover
	Lind	109%	100%	On plan for days with extra RN to mentor new starters
	Victoria	90%	94%	Ward opened 2 January. Patient activity and acuity increased throughout the month
Harefield	Cedar	161%	104%	Increased patient dependency. Two staff members unable to work clinically (phased return to work)
	Cherry Tree	-	-	N/A
	Rowan/Fir Tree	96%	105%	Safe staffing levels day and night
	HDU	83%	92%	Reduced level of patients on HDU not requiring 1-2 nursing on the day and night shift
	ITU	121%	111%	Supernumerary staff on ITU not counted in the numbers. Additional staff on nights due to patient dependency levels. Staff sent to other wards for haemofiltration
	Maple	85%	121%	Day: On plan Night: Increased patient dependency at night
Oak/Acorn	105%	118%		
<b>Whole Trust</b>	<b>107%</b>	<b>108%</b>		

Ward	Care staff (NB this is a small proportion of the overall nurse staffing complement)			
	Day % fill rate	Night % fill rate	Comments	
RBH Heart & Paeds	PICU	66%	58%	Not counted in nursing numbers as do not deliver direct patient care
	Rose	66%	58%	Not counted in nursing numbers as do not deliver direct patient care
	AICU	54%	52%	Healthcare worker posts not replaced as sufficient registered nurses available to deliver safe patient care.
	Alex	55%	52%	Healthcare worker posts not replaced as sufficient registered nurses available to deliver safe patient care.
	Elizabeth	54%	52%	Healthcare worker posts not replaced as sufficient registered nurses available to deliver safe patient care.
	Paul Wood	55%	52%	Healthcare worker posts not replaced as sufficient registered nurses available to deliver safe patient care.
	Sir Reginald Wilson	54%	68%	Healthcare worker posts not replaced as sufficient registered nurses available to deliver safe patient care.
	York	57%	68%	Healthcare worker posts not replaced as sufficient registered nurses available to deliver safe patient care.
Lung	Foulis	74%	58%	Safely staff with more RN cover
	Lind	N/A	N/A	N/A
	Victoria	82%	74%	Ward opened 2 Jan. Patient activity and acuity increased throughout the month.
Harefield	Cedar	83%	92%	On plan both day and night
	Cherry Tree	-	-	N/A
	Rowan/Fir Tree	100%	138%	Extra HCA support at night due to increased dependency of patients
	HDU	27%	0%	Housekeeper employed during the day
	ITU	117%	87%	Extra due to patient requiring 1-1 but not requiring a qualified staff member at all times.
	Maple	73%	106%	Day: On plan Night: New starter (supernumerary)
	Oak/Acorn	92%	249%	
<b>Whole Trust</b>	<b>73%</b>	<b>88%</b>		

Table 1: Day shifts

Ward		Day											
		Registered nurses						Care staff					
		Planned (hrs)	Actual (hrs)			Total fill (hrs)	Average fill rate (%)	Planned (hrs)	Actual (hrs)			Total fill (hrs)	Average fill rate (%)
Usual roster	Bank		Agency	Usual roster	Bank				Agency				
RBH Heart & Paeds	PICU	6588	5127	516	1130	6773	103%	964	634	0	0	634	66%
	Rose	5813	4298	448	1160	5905	102%	964	634	0	0	634	66%
	AICU	6200	7078	248	275	7601	123%	642	347	0	0	347	54%
	Alex	2821	2828	125	238	3190	113%	642	347	5.5	0	352	55%
	Elizabeth	4030	3255	650	627	4531	112%	642	347	0	0	347	54%
	Paul Wood	2093	1725	154	348	2226	106%	642	347	8	0	354	55%
	Sir Reginald Wilson	2418	3083	77	82	3241	134%	642	347	0	0	347	54%
	York	2431	1905	145	607	2657	109%	642	347	23	0	369	57%
Lung	Foulis	2691	2640	5	108	2753	102%	465	345	0	0	345	74%
	Lind <sup>1</sup>	788	818	0	44	862	109%	0	0	0	0	0	N/A
	Victoria	2883	2445	80	56	2581	90%	435	307.5	48	0	356	82%
Harefield	Cedar	1628	2514	58	51	2622	161%	1178	889.5	58	34	981	83%
	Cherry Tree <sup>2</sup>	819	0	0	0	0	0%	-	-	-	-	-	-
	Rowan/Fir Tree	3900	3337	210	184	3731	96%	1178	902	208	69	1179	100%
	HDU	2325	1897	35	0	1932	83%	589	161	0	0	161	27%
	ITU	8025	8981	698	50	9728	121%	654.5	624	143	0	767	117%
	Maple	2964	2211	240	81	2532	85%	1187	789	69	12	869	73%
Oak/Acorn	5239	4953	443	88	5483	105%	2038	1448	385	35	1867	92%	
<b>Whole Trust</b>		<b>63655</b>	<b>59092</b>	<b>4127</b>	<b>5125</b>	<b>68344</b>	<b>107.37%</b>	<b>13505</b>	<b>8813</b>	<b>946</b>	<b>149</b>	<b>9908</b>	<b>73.36%</b>

\* Columns in *italics* will be submitted to NHS England on 15 Feb 2016. For further details about the sources of information and the assumptions made, please see Appendix 1.

**Royal Brompton & Harefield NHS Foundation Trust**

<b>Ward</b>		<b>Night</b>											
		<b>Registered Nurses</b>						<b>Care Staff</b>					
		<i>Planned (hrs)</i>	<i>Actual (hrs)</i>			<i>Average fill rate (%)</i>	<i>Planned (hrs)</i>	<i>Actual (hrs)</i>			<i>Total fill (hrs)</i>	<i>Average fill rate (%)</i>	
Usual roster	Bank		Agency	Usual roster	Bank			Agency					
PICU	Rose	6061	4335	776	1154	6264	103%	535	311	0	0	311	58%
	Rose	5348	2852	906	1279	5036	94%	535	311	0	0	311	58%
<b>RBH Heart &amp; Paeds</b>	AICU	5704	6406	357	587	7349	129%	136.4	70.4	0	0	70	52%
	Alex	1705	1210	264	363	1837	108%	136	70	0	0	70	52%
	Elizabeth	3410	1518	891	869	3278	96%	136	70	0	0	70	52%
	Paul Wood	1254	649	198	418	1265	101%	136	70	0	0	70	52%
	Sir Reginald Wilson	1364	869	419	286	1574	115%	136	70	22	0	92	68%
	York	1254	660	308		968	77%	136	70	22	0	92	68%
<b>Lung</b>	Foulis	1364	1705	77	110	1892	139%	341	176	22	0	198	58%
	Lind <sup>1</sup>	352	176	165	11	352	100%	0	0	0	0	0	N/A
	Victoria	1364	1221	44	22	1287	94%	341	165	88	0	253	74%
<b>Harefield</b>	Cedar	1426	1323	81	81	1484	104%	713	506	69	80	655	92%
	Cherry Tree <sup>2</sup>	0	0	0	0	0	0%	0	0	0	0	0	0%
	Rowan/Fir Tree	2046	1622	344	173	2139	105%	714	621	286	81	988	138%
	HDU	2024	1760	92	12	1863	92%	357	0	0	0	0	0%
	ITU	7268	5888	1541	633	8062	111%	357	253	57	0	310	87%
	Maple	1705	1438	403	219	2059	121%	713	471.5	138	150	759	106%
	Oak/Acorn	3069	1705	1542	390	3637	118%	341	297	378	172	848	249%
<b>Whole Trust</b>		<b>46717</b>	<b>35334</b>	<b>8406</b>	<b>6604</b>	<b>50343</b>	<b>107.76 %</b>	<b>5764</b>	<b>3532.9</b>	<b>1082</b>	<b>482</b>	<b>5097</b>	<b>88.43%</b>

Source: Nurse Bank Databases, E-Roster/MAPPS

<sup>1</sup>Lind: please note these are the total hours planned and filled for the unit. When reporting to NHS England, day-case beds are excluded

<sup>2</sup>Cherry Tree: please note that information on Cherry Tree will not be reported to NHS London, as day-case beds are excluded from the reporting requirement.

All of Cherry Tree's beds are currently for day-cases.

**Table 2: Night shifts**

\* Columns in *italics* will be submitted to NHS England on 15 Feb 2016. For further details about the sources of information and the assumptions made, please see Appendix 1.

	Ward	Annual leave	Patient acuity	Patient volume	Sickness	Vacancy	Maternity cover	Study leave	Other	
	PICU	0	0	319	0	0	0	0	0	
	Rose	0	0	339	0	0	0	0	0	
<b>RBH Heart &amp; Paeds</b>	AICU	0	0	127	0	0	0	0	0	
	Alex	0	0	50	0	0	0	0	0	
	Elizabeth	0	0	216	0	0	0	0	0	
	Paul Wood	0	0	14	0	0	0	0	0	
	Sir Reginald Wilson	0	0	44	0	0	0	0	0	
	York	0	0	0	0	0	0	0	0	
	Foulis	0	0	7	0	0	0	0	0	
	Lind	13	0	1	0	1	15	5	0	
	Victoria	0	0	6	0	24	9	0	0	
<b>Harefield</b>	Cedar	1	5	10	20	9	0	0	0	
	Cherry Tree	0	0	0	0	0	0	0	0	
	Rowan/Fir Tree	0	5	47	36	57	0	0	0	
	HDU	0	0	12	0	0	0	0	0	
	ITU	0	0	283	1	1	0	1	0	
	Maple	2	8	55	25	18	1	2	0	
	Oak/Acorn	6	29	134	47	99	0	0	0	
<b>Whole Trust</b>		<b>22</b>	<b>47</b>	<b>1664</b>	<b>129</b>	<b>209</b>	<b>25</b>	<b>8</b>	<b>0</b>	

Source: Nurse bank databases, E-Roster/MAPPS

<sup>1</sup>Lind: please note these are the total hours planned and filled for the unit. When reporting to NHS England, day-case beds are excluded

<sup>2</sup>Cherry Tree: please note that information on Cherry Tree will not be reported to NHS London, as day-case beds are excluded from the reporting requirement. All of Cherry Tree's beds are currently for day-cases.

**Table 3: Reasons for use of bank and agency** (by no. of shifts)

This information will not be reported to NHS London

Source: Nurse bank databases

**Table 4: Use of RMNs (by no. of hours)**

This is included in the tables above, and will form part of the numbers reported to NHS London. This is a change to last month, following the publication of further guidance from NHS England.

Ward	Number of hours
-	0

Source: Nurse bank databases

**Appendix 1: Data sources, definitions and assumptions made**

**Tables one and two: day and night shifts**

This data is compiled from a number of sources:

1. Planned hours. This is the number of hours each ward is funded for (from nurse recruitment office) and should match the posters up on each ward.
2. Actual hours
  - a. Usual roster. These are the hours that have been recorded on e-roster/MAPPS.
  - b. Bank. These are staff booked through the bank office, and are recorded on the Nurse Bank/Agency spreadsheets. Where wards have booked bank staff directly (i.e. not through the bank office), these are not included – as accurate information is not held / easily available.
  - c. Agency. These are staff booked through the bank office, and are recorded on the Nurse Bank/Agency spreadsheets. Where wards have booked agency staff directly (i.e. not through the bank office), these are not included - as accurate information is not held / easily available.
  - d. Care staff. HCA’s working on the adult wards in Sydney Street are pooled and rotate between the 5 wards. Therefore, the planned and actual worked hours have been averaged out to be equal across all these wards.
3. Total fill. This is the sum of the actual hours worked (i.e. usual roster, bank, agency)
4. Average fill rate. This is total fill divided by the planned hours, expressed as a %.

**Table 3: Reasons for bank and agency use**

These are the reasons, as documented on the nurse bank spreadsheets.

For Royal Brompton Hospital, there were a number of blank entries, which have been excluded.

**Table 4: Use of RMNs**

If a patient needs RMN input, then this can equate to a notable number of additional hours. Details of RMN use is reported here for internal use only – it is also required to be reported to UNIFY, and is included in the other tables in this report.

Appendix 2: UNIFY template

DRAFT not for use - final version to be made available via the UNIFY system

Fill rate indicator return

Staffing: Nursing, midwifery and care staff



Reporting Period: 1/5/2014 to 31/05/2014

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

Hospital Site Details		Ward name	Main two specialties on each ward		Day				Night				Day		Night	
Site code *The Site code is automatically populated when a Site name is selected	Hospital Site name		S1	S2	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 - registered nurses/midwives (%)	Average fill rate - care staff (%)	Average fill rate - registered nurses/midwives (%)	Average fill rate - care staff (%)
	Select from from drop down list		Select from from drop down list									Automatic calculation	Automatic calculation	Automatic calculation	Automatic calculation	