



A lifetime of specialist care

Nurse staffing indicator template
Reporting period: 1 July 2015 – 31 July 2015

Summary of results and commentary – registered nurse staffing levels

Ward	Registered nurses			
	Day % fill rate	Night % fill rate	Comments	
RBH Heart & Paeds	PICU	100%	108%	
	Rose	111%	95%	
	AICU	94%	102%	On plan
	Alex	124%	108%	On plan
	Elizabeth	111%	88%	On plan
	Paul Wood	104%	94%	On plan
	Sir Reginald Wilson	115%	102%	On plan
	York	123%	127%	On plan
Lung	Foulis	120%	162%	
	Lind	107%	100%	
	Victoria	96%	108%	
Harefield	Cedar	166%	120%	
	Cherry Tree	-	-	
	Rowan/Fir Tree	98%	93%	
	HDU	85%	92%	
	ITU	120%	121%	
	Maple	80%	111%	
	Oak/Acorn	103%	118%	
Whole Trust	106%	107%		

Ward	Care staff (NB this is a small proportion of the overall nurse staffing complement)		
	Day % fill rate	Night % fill rate	Comments
PICU	82%	52%	
Rose	83%	47%	
AICU	97%	63%	On Plan
RBH Heart & Paeds Alex	52%	71%	On plan
Elizabeth	48%	55%	On plan
Paul Wood	50%	55%	On plan
Sir Reginald Wilson	48%	55%	On plan
York	48%	63%	On plan
Lung Foulis	119%	106%	
Lind	N/A	N/A	
Victoria	108%	65%	
Harefield Cedar	80%	63%	
Cherry Tree	-	-	
Rowan/Fir Tree	88%	125%	
HDU	30%	3%	
ITU	136%	99%	
Maple	64%	56%	
Oak/Acorn	89%	176%	
Whole Trust	78%	74%	

Table one: 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				
	PICU	6588	4667	382	1519	6568	100%	979	801	0	0	801	82%
	Rose	5813	5498	299	673	6470	111%	979	801	11.5	0	813	83%
RBH Heart & Paeds	AICU	6200	5566	95	162	5823	94%	330	269	50	0	319	97%
	Alex	2821	3330	60	117	3507	124%	558	269	19.5	0	288	52%
	Elizabeth	4030	3465	293	727	4485	111%	558	269	0	0	269	48%
	Paul Wood	2158	1560	247	447	2254	104%	558	269	12	0	281	50%
	Sir Reginald Wilson	2418	2550	86	137	2773	115%	558	269	0	0	269	48%
	York	2509	2513	142	441	3095	123%	558	269	0	0	269	48%
Lung	Foulis	2717	2850	103	314	3266	120%	465	480	72	0	552	119%
	Lind ¹	825	825	22	34	880	107%	0	0	0	0	0	N/A
	Victoria	2790	2678	12	0	2690	96%	480	487.5	28.5	0	516	108%
Harefield	Cedar	1628	2643	55	0	2698	166%	1178	944	0	0	944	80%
	Cherry Tree ²	897	0	0	0	0	0%	-	-	-	-	-	-
	Rowan/Fir Tree	3926	3210	297	335	3841	98%	1178	906	69	58	1033	88%
	HDU	2325	1983	0	0	1983	85%	589	150	28	0	177	30%
	ITU	8125	8682	753	318	9752	120%	715.5	591	375	10	976	136%
	Maple	3016	2270	137	0	2407	80%	1380	877	8	0	885	64%
	Oak/Acorn	5239	4724	630	46	5399	103%	2081	1345	501	0	1845	89%
Whole Trust		64024	59012	3609	5268	67888	106.04%	13144	8993	1173	68	10233	77.85%

* Columns in *italics* will be submitted to NHS England on 15 July 2015. For further details about the sources of information and the assumptions made, please see Appendix 1.

Source: Nurse bank databases, E-Roster/MAPPS

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

²Cherry 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 two: Night shifts

* Columns in *italics* will be submitted to NHS England on 15 July 2015. For further details about the sources of information and the assumptions made, please see Appendix 1.

Ward		Night												
		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					
	PICU	6061	4282	656	1587	6525	108%	535	253	23	0	276	52%	
	Rose	5348	3818	702	577	5097	95%	535	253	0	0	253	47%	
RBH Heart & Paeds	AICU	5704	5233	322	288	5842	102%	136.4	74.8	11.5	0	86	63%	
	Alex	1705	1496	99	253	1848	108%	136	75	22	0	97	71%	
	Elizabeth	3410	1408	1122	473	3003	88%	136	75	0	0	75	55%	
	Paul Wood	1276	693	253	253	1199	94%	136	75	0	0	75	55%	
	Sir Reginald													
	Wilson	1364	913	319	154	1386	102%	136	75	0	0	75	55%	
	York	1276	979	352	286	1617	127%	136	75	11	0	86	63%	
Lung	Foulis	1364	1661	242	308	2211	162%	341	253	110	0	363	106%	
	Lind ¹	396	396	0	0	396	100%	0	0	0	0	0	N/A	
	Victoria	1364	1419	55	0	1474	108%	341	143	77	0	220	65%	
Harefield	Cedar	1426	1656	58	0	1714	120%	713	414	23	12	449	63%	
	Cherry Tree ²	0	0	0	0	0	0%	0	0	0	0	0	0%	
	Rowan/Fir Tree	2728	1863	357	322	2542	93%	714	552	295	46	893	125%	
	HDU	2047	1794	58	23	1875	92%	357	0	12	0	12	3%	
	ITU	7383	6233	1358	1334	8925	121%	357	253	102	0	355	99%	
	Maple	1705	1553	334	12	1898	111%	1069.5	575	23	0	598	56%	
	Oak/Acorn	3069	1782	1541	288	3611	118%	341	363	135	104	602	176%	
Whole Trust		47625	37178	7825	6157	51160	107.42%	6120	3507.8	843	161	4512	73.72%	

Source: Nurse bank databases, E-Roster/MAPPS

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

² 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 three: Reasons for use of bank and agency (by no. of shifts)

This information will not be reported to NHS London

Source: Nurse bank databases

	Ward	Annual leave	Patient acuity	Patient volume	Sickness	Vacancy	Maternity cover	Study leave	Other	
	PICU	0	0	365	0	1	0	0	0	
	Rose	0	0	202	0	0	0	0	0	
RBH Heart & Paeds	AICU	0	0	11	0	80	0	0	0	
	Alex	0	0	21	0	0	0	0	0	
	Elizabeth	0	0	194	0	0	0	0	0	
	Paul Wood	0	0	18	0	0	0	1	0	
	Sir Reginald									
	Wilson	0	0	45	0	0	0	0	0	
	York	0	0	0	0	0	0	0	0	
Lung	Foulis	0	2	36	0	12	0	5	0	
	Lind	0	0	2	0	1	0	0	0	
	Victoria	0	0	14	0	0	0	0	0	
Harefield	Cedar	0	2	0	11	0	0	0	0	
	Cherry Tree	0	0	0	0	0	0	0	0	
	Rowan/Fir Tree	4	39	42	25	46	0	2	0	
	HDU	0	4	7	0	0	0	0	0	
	ITU	0	0	388	0	0	0	0	0	
	Maple	2	1	5	22	15	0	0	0	
	Oak/Acorn	15	34	114	41	67	29	0	0	
Whole Trust		21	82	1464	99	222	29	8	0	

Table four: 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 (ie 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 (ie not through the bank office), these are not included - as accurate information is not held / easily available.
 - d. Care staff. HCAs working on the adult wards in Sydney Street are pooled and rotate between the five wards. Therefore, the planned and actual hours 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 three: Reasons for bank and agency use

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

For RBH, there were a number of blank entries, which have been excluded.

Table four: 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