# Nurse Staffing Indicator Template
## Reporting Period: 1st – 31th May. 2018

**Summary of Results and Commentary – Registered Nurse Staffing Levels**

| Ward | | Registered Nurses | | |
|---|---|---|---|---|
| | | Day % fill rate | Night % fill rate | Comments |
| **RBH Heart & Paeds** | PICU | 89% | 90% | Within normal boundaries, unit safely staffed at all times. |
| | Rose | 100% | 95% | Within normal boundaries. |
| | AICU | 81% | 84% | Registered nurse staffing appropriate for safe delivery of patient care. |
| | Alex | 119% | 104% | Registered nurse staffing appropriate for safe delivery of patient care. |
| | Elizabeth | 94% | 68% | Registered nurse staffing appropriate for safe delivery of patient care. |
| | Paul Wood | 84% | 93% | Registered nurse staffing appropriate for safe delivery of patient care. |
| | Sir Reginald Wilson | 81% | 99% | Registered nurse staffing appropriate for safe delivery of patient care. |
| | York | 95% | 80% | Registered nurse staffing appropriate for safe delivery of patient care. |
| **Lung** | Foulis | 114% | 97% | Safe staffing maintained to meet patient acuity and care needs. Increase in staff to meet higher care needs for some patients. |
| | Lind | - | - | N/A |
| | Victoria | 117% | 96% | Safe staffing levels met and matched with the acuity of level 2 patients. |
| **Harefield** | Cedar | 87% | 84% | Safe staffing maintained, patients treatment and care needs met. Unfilled RGN Night shifts. |
| | Cherry Tree | - | - | N/A |
| | Rowan/Fir Tree | 85% | 90% | Safely staffed, utilised students and supernumerary staff reduced patient acuity. |
| | HDU | 91% | 91% | Nursing levels adjusted according to patient numbers and acuity. Safe staffing levels maintained. |
| | ITU | 155% | 115% | Increased bed numbers and supernumerary staff due to active recruitment programme. |
| | Maple | 85% | 103% | Safe staffing maintained, patients treatment and care needs met. Unfilled RGN Day shifts. |
| | Juniper | 101% | 53% | Safe staffing maintained, patients treatment and care needs met. Unfilled RGN Night shifts. Reduced requirement for night staff due to decreased Private Patient admissions. |
| | Oak/Acorn | 79% | 65% | Figures reflect reduction in overnight beds, sufficient registered nurses on shift to provide safe patient care. |
| **Whole Trust** | | **98%** | **89%** | |

**Royal Brompton & Harefield NHS Foundation Trust**

**Summary of Results and Commentary –Care Staffing Levels**

| 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 | 39% | 72% | Not giving direct patient care. |
| | Rose | 38% | 69% | Not giving direct patient care. |
| | AICU | 56% | 32% | Healthcare worker shifts not filled as sufficient registered nurses available to provide care. |
| | Alex | 68% | 139% | Healthcare worker shifts not filled as sufficient registered nurses available to provide care. |
| | Elizabeth | 59% | 48% | Healthcare worker shifts not filled as sufficient registered nurses available to provide care. |
| | Paul Wood | 56% | 38% | Healthcare worker shifts not filled as sufficient registered nurses available to provide care. |
| | Sir Reginald Wilson | 56% | 35% | Healthcare worker shifts not filled as sufficient registered nurses available to provide care. |
| | York | 56% | 45% | Healthcare worker shifts not filled as sufficient registered nurses available to provide care. |
| Lung | Foulis | 56% | 0 | Safe care given and offset by registered nurses to safely meet patient's needs. |
| | Lind | - | - | N/A |
| | Victoria | 64% | 74% | Safe staffing levels met with ward acuity and offset by registered nurses when needed. |
| Harefield | Cedar | 77% | 68% | Safe staffing maintained, patients treatment and care needs met. Unfilled HCA day/night shifts. |
| | Cherry Tree | - | - | N/A |
| | Rowan/Fir Tree | 70% | 84% | Unable to fill shifts due to lack of availability, safe staffing levels maintained by utilising supernumerary staff and reallocation of duties. |
| | HDU | - | - | N/A |
| | ITU | 70% | 130% | Additional HCA on night duty due to acuity of patients and dependency levels. |
| | Maple | 86% | 73% | Safe staffing maintained, patients treatment and care needs met. Unfilled HCA day/night shifts. |
| | Juniper | 83% | 64% | Safe staffing maintained, patients treatment and care needs met. Unfilled HCA day/night shifts. |
| | Oak/Acorn | 40% | 50% | Figures reflect reduction in overnight beds, sufficient care staff on shift to provide safe patient care. |
| **Whole Trust** | | **58%** | **68%** | |

**Table 1: Day Shifts**

| Ward | | Registered Nurses | | | | | | Care Staff | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Actual (hrs) | | | | | | Actual (hrs) | | | | |
| | | *Planned (hrs)* | Usual roster | Bank | Agency | *Total fill (hrs)* | *Average fill rate (%)* | *Planned (hrs)* | Usual roster | Bank | Agency | *Total fill (hrs)* | *Average fill rate (%)* |
| | PICU | 6975 | 4590 | 525 | 1101 | 6216 | 89% | 1581 | 602 | 11.5 | 0 | 613 | 39% |
| | Rose | 5813 | 4643 | 632 | 544 | 5819 | 100% | 1581 | 602 | 0 | 0 | 602 | 38% |
| **RBH Heart & Paeds** | AICU | 8138 | 6549 | 33 | 0 | 6582 | 81% | 1302 | 734 | 0 | 0 | 734 | 56% |
| | Alex | 2821 | 3098 | 147 | 101 | 3345 | 119% | 1302 | 734 | 79.5 | 72 | 885 | 68% |
| | Elizabeth | 4836 | 3705 | 326 | 516 | 4546 | 94% | 1302 | 734 | 35 | 0 | 769 | 59% |
| | Paul Wood | 2613 | 1823 | 177 | 191 | 2190 | 84% | 1302 | 734 | 0 | 0 | 734 | 56% |
| | Sir Reginald Wilson | 4030 | 3098 | 112 | 35 | 3245 | 81% | 1302 | 734 | 0 | 0 | 734 | 56% |
| | York | 2509 | 1928 | 320 | 142 | 2389 | 95% | 1302 | 734 | 0 | 0 | 734 | 56% |
| **Lung** | Foulis | 2314 | 2535 | 68 | 36 | 2639 | 114% | 930 | 503 | 22 | 0 | 525 | 56% |
| | Lind[1] | - | - | - | - | - | - | - | - | - | - | - | - |
| | Victoria | 2418 | 2625 | 179 | 32 | 2835 | 117% | 518 | 330 | 0 | 0 | 330 | 64% |
| **Harefield** | Cedar | 2496 | 1909 | 227 | 23 | 2159 | 87% | 713 | 529 | 23 | 0 | 552 | 77% |
| | Cherry Tree[2] | - | - | - | - | - | - | - | - | - | - | - | - |
| | Rowan/Fir Tree | 4433 | 3675 | 100 | 0 | 3774 | 85% | 1178 | 763 | 57 | 0 | 820 | 70% |
| | HDU | 2325 | 2116 | 0 | 0 | 2116 | 91% | 0 | 0 | 0 | 0 | 0 | 0% |
| | ITU | 7363 | 10941 | 345 | 92 | 11378 | 155% | 1258.5 | 862 | 23 | 0 | 885 | 70% |
| | Maple | 2015 | 1668 | 40 | 0 | 1707 | 85% | 782 | 644 | 29 | 0 | 673 | 86% |
| | Juniper | 2404 | 2279 | 114 | 23 | 2416 | 101% | 1000 | 803 | 28 | 0 | 831 | 83% |
| | Oak/Acorn | 6045 | 4473 | 255 | 23 | 4751 | 79% | 2418 | 927 | 29 | 0 | 956 | 40% |
| **Whole Trust** | | **69546** | **61652** | **3596** | **2857** | **68105** | **97.93%** | **19770** | **10964** | **336** | **72** | **11372** | **57.52%** |

\* Columns in *italics* will be submitted to NHS England on 15th Jun. 2018. For further details about the sources of information and the assumptions made, please see Appendix 1.

**Table 2: Night Shifts**

| Ward | | Registered Nurses | | | | | | Care Staff | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Actual (hrs) | | | | | | Actual (hrs) | | | | |
| | | Planned (hrs) | Usual roster | Bank | Agency | Total fill (hrs) | Average fill rate (%) | Planned (hrs) | Usual roster | Bank | Agency | Total fill (hrs) | Average fill rate (%) |
| RBH Heart & Paeds | PICU | 6417 | 3688 | 1035 | 1045 | 5768 | 90% | 391 | 270 | 11.5 | 0 | 282 | 72% |
| | Rose | 5348 | 3151 | 1185 | 745 | 5080 | 95% | 391 | 270 | 0 | 0 | 270 | 69% |
| | AICU | 7487 | 6118 | 197 | 12 | 6326 | 84% | 341 | 107.8 | 0 | 0 | 108 | 32% |
| | Alex | 1705 | 946 | 639 | 187 | 1772 | 104% | 341 | 108 | 235.5 | 132 | 475 | 139% |
| | Elizabeth | 4092 | 1705 | 783 | 275 | 2763 | 68% | 341 | 108 | 33 | 22 | 163 | 48% |
| | Paul Wood | 1364 | 726 | 473 | 66 | 1265 | 93% | 341 | 108 | 11 | 11 | 130 | 38% |
| | Sir Reginald Wilson | 1705 | 990 | 606 | 88 | 1684 | 99% | 341 | 108 | 11 | 0 | 119 | 35% |
| | York | 1705 | 968 | 310 | 88 | 1366 | 80% | 341 | 108 | 11 | 33 | 152 | 45% |
| Lung | Foulis | 1705 | 1419 | 176 | 66 | 1661 | 97% | 0 | 0 | 0 | 0 | 0 | 0 |
| | Lind[1] | - | - | - | - | - | - | - | - | - | - | - | - |
| | Victoria | 1364 | 1243 | 55 | 11 | 1309 | 96% | 253 | 176 | 11 | 0 | 187 | 74% |
| Harefield | Cedar | 1783 | 1219 | 242 | 46 | 1506 | 84% | 713 | 402.5 | 81 | 0 | 484 | 68% |
| | Cherry Tree[2] | - | - | - | - | - | - | - | - | - | - | - | - |
| | Rowan/Fir Tree | 3069 | 2312 | 390 | 46 | 2747 | 90% | 714 | 529 | 68 | 0 | 597 | 84% |
| | HDU | 2139 | 1921 | 19 | 0 | 1940 | 91% | 0 | 0 | 0 | 0 | 0 | 0% |
| | ITU | 6774 | 6268 | 1093 | 450 | 7810 | 115% | 357 | 333.5 | 131 | 0 | 465 | 130% |
| | Maple | 1023 | 920 | 134 | 0 | 1054 | 103% | 736 | 494.5 | 46 | 0 | 541 | 73% |
| | Juniper | 2496 | 994 | 311 | 12 | 1316 | 53% | 713 | 440.7 | 18 | 0 | 458 | 64% |
| | Oak/Acorn | 3751 | 2024 | 403 | 0 | 2427 | 65% | 682 | 253 | 88 | 0 | 341 | 50% |
| **Whole Trust** | | **53925** | **36611** | **8048** | **3135** | **47793** | **88.63%** | **6996** | **3816.5** | **756** | **198** | **4770** | **68.19%** |

Source: Nurse Bank Databases, E-Roster/MAPPS

[1] Lind: please note that Lind ward have no longer inpatients cases, daycase will not be reported to NHS Improvement, as daycase beds are excluded from the reporting requirement. All of Lind's beds are currently for daycases.

[2] Cherry Tree:  please note that information on Cherry Tree will not be reported to NHS Improvement, as daycase beds are excluded from the reporting requirement.  All of Cherry Tree's beds are currently for daycases.

**Table 3:  Reasons for Use of Bank and Agency** (by no. of shifts)
This information will not be reported to NHS London

| | Ward | Annual leave | Patient acuity | Patient Volume | Sickness | Vacancy | Maternity cover | Study Leave | Other | |
|---|---|---|---|---|---|---|---|---|---|---|
| **RBH Heart & Paeds** | PICU | 0 | 0 | 447 | 0 | 0 | 0 | 0 | 0 | |
| | Rose | 0 | 0 | 400 | 0 | 0 | 0 | 0 | 0 | |
| | AICU | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| | Alex | 0 | 62 | 138 | 0 | 0 | 0 | 0 | 0 | |
| | Elizabeth | 0 | 10 | 318 | 0 | 0 | 0 | 0 | 0 | |
| | Paul Wood | 0 | 3 | 116 | 0 | 0 | 0 | 0 | 0 | |
| | Sir Reginald Wilson | 0 | 9 | 96 | 0 | 0 | 0 | 0 | 0 | |
| | York | 0 | 9 | 0 | 0 | 0 | 0 | 0 | 0 | |
| **Lung** | Foulis | 0 | 2 | 33 | 0 | 0 | 0 | 0 | 0 | |
| | Lind | 0 | 0 | 11 | 0 | 0 | 0 | 0 | 0 | |
| | Victoria | 1 | 5 | 12 | 1 | 48 | 0 | 0 | 0 | |
| **Harefield** | Cedar | 0 | 0 | 25 | 8 | 48 | 0 | 0 | 0 | |
| | Cherry Tree | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| | Rowan/Fir Tree | 0 | 2 | 53 | 1 | 25 | 0 | 0 | 0 | |
| | HDU | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | |
| | ITU | 0 | 0 | 280 | 0 | 0 | 0 | 0 | 0 | |
| | Maple | 0 | 0 | 9 | 2 | 18 | 1 | 0 | 0 | |
| | Juniper | 4 | 1 | 1 | 5 | 1 | 0 | 0 | 0 | |
| | Oak/Acorn | 0 | 5 | 75 | 3 | 21 | 0 | 0 | 0 | |
| **Whole Trust** | | **5** | **108** | **2016** | **20** | **161** | **1** | **0** | **0** | |

Source:  Nurse Bank Databases, E-Roster/MAPPS

**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 1 and 2: 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 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 3: 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 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 NHS Digital, and is included in the other tables in this report.

**Appendix 2:** NHS Digital template

## 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 | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| | | | | | Registered nurses/ midwives | | Care Staff | | Registered nurses/ midwives | | Care Staff | | Average fill rate - registered nurses/midwives (%) | Average fill rate - care staff (%) | Average fill rate - registered nurses/midwives (%) | Average fill rate - care staff (%) |
| 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 | | | | |
| | Select from drop down list | | Select from drop down list | Select from drop down list | | | | | | | | | Automatic calculation | Automatic calculation | Automatic calculation | Automatic calculation |
| | | | | | | | | | | | | | | | | |