Nurse staffing indicator template

Reporting period: 1 Oct 2015 – 31 Oct 2015

Summary of results and commentary – registered nurse staffing levels

Ward		Registered nurses		
		Day % fill rate	Night % fill rate	Comments
RBH Heart & Paeds	PICU	105%	107%	Within normal parameters
	Rose	108%	94%	Within normal parameters
	AICU	119%	125%	On plan
	Alex	116%	103%	On plan
	Elizabeth	113%	86%	On plan
	Paul Wood	102%	95%	On plan
	Sir Reginald Wilson	131%	116%	On plan
	York	120%	126%	On plan
Lung	Foulis	125%	162%	Very high intravenous drug administration requiring additional staff
	Lind	96%	100%	Days on plan and reflect adjusted shift patterns to cover emergency staff leave. Nights on plan
	Victoria	98%	109%	Night staff flexed up to match patients needs
Harefield	Cedar	155%	106%	Long-term sickness and unplanned short-term sickness cover by bank and agency staff
	Cherry Tree	-	-	N/A
	Rowan/Fir Tree	92%	102%	Ward safely staffed
	HDU	84%	88%	Ward beds not available therefore level 1 patients on HDU not requiring same level of care/staffing
	ITU	132%	110%	Super-nummery staff currently on ITU and not counted in staffing numbers. Staff sent to filter on other wards
	Maple	79%	110%	A number of vacancies, secondment and maternity leave being covered by bank and agency staff
	Oak/Acorn	101%	113%	On plan
Whole Trust		**110%**	**108%**	

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	77%	61%	Not affecting direct patient care
	Rose	77%	61%	Not affecting direct patient care
	AICU	101%	48%	Day shift on plan. Night shift healthcare worker shifts not replaced as sufficient RN available
	Alex	60%	48%	Day and night shift on plan as sufficient RN available to cover healthcare worker shifts
	Elizabeth	60%	48%	Day and night shift on plan as sufficient RN available to cover healthcare worker shifts
	Paul Wood	60%	48%	Day and night shift on plan as sufficient RN available to cover healthcare worker shifts
	Sir Reginald Wilson	60%	65%	Day and night shift on plan as sufficient RN available to cover healthcare worker shifts
	York	60%	48%	Day and night shift on plan as sufficient RN available to cover healthcare worker shifts
Lung	Foulis	70%	71%	Increase in RGN requiring less HCA cover
	Lind	N/A	N/A	N/A
	Victoria	82%	302%	Night staff flexed up to match patients' needs – night weekend shifts
Harefield	Cedar	69%	85%	1:1 specialling required agency and bank used to meet specialling needs
	Cherry Tree	-	-	N/A
	Rowan/Fir Tree	88%	133%	Overfill at night due to 1:1 supervision for a confused patient
	HDU	26%	0%	N/A
	ITU	102%	87%	
	Maple	63%	85%	Vacancies currently on the ward and unplanned short-term sickness
	Oak/Acorn	95%	160%	Day on plan. Night reflects patient acuity including 1:1 due to confused patients
Whole Trust		**75%**	**85%**	

Table 1: Day shifts

Ward		Day											
		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	6588	5016	604	1275	6896	105%	964	747	0	0	747	77%
	Rose	5813	4838	346	1090	6273	108%	964	747	0	0	747	77%
	AICU	6200	6118	520	732	7370	119%	558	338	226.5	0	564	101%
	Alex	2821	2933	185	146	3263	116%	558	338	0	0	338	60%
	Elizabeth	4030	3593	390	554	4536	113%	558	338	0	0	338	60%
	Paul Wood	2126	1530	100	543	2173	102%	558	338	0	0	338	60%
	Sir Reginald Wilson	2418	2918	90	149	3156	131%	558	338	0	0	338	60%
	York	2470	2340	207	425	2972	120%	558	338	0	0	338	60%
Lung	Foulis	2704	3210	68	108	3385	125%	465	315	12	0	327	70%
	Lind[1]	788	589	102	65	756	96%	0	0	0	0	0	N/A
	Victoria	2883	2693	114	20	2826	98%	466	330	51.5	0	382	82%
Harefield	Cedar	1628	2394	92	35	2521	155%	1178	783	23	12	818	69%
	Cherry Tree[2]	858	0	0	0	0	0%	-	-	-	-	-	-
	Rowan/Fir Tree	3913	3044	236	307	3586	92%	1178	959	52	23	1034	88%
	HDU	2325	1847	97	11	1955	84%	589	153	0	0	153	26%
	ITU	8088	9482	748	448	10678	132%	742	638	120	0	758	102%
	Maple	2990	2208	118	46	2372	79%	1170	702	35	0	736	63%
	Oak/Acorn	5239	4725	559	30	5313	101%	2060	1425	504	23	1952	95%
Whole Trust		**63880**	**59476**	**4574**	**5980**	**70029**	**109.63%**	**13123**	**8823**	**1023**	**58**	**9903**	**75.46%**

* Columns in *italics* will be submitted to NHS England on 16 Nov. 2015. For further details about the sources of information and the assumptions made, please see Appendix 1.

Source: Nurse bank databases, E-Roster/MAPPS

[1] Lind: 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 2: Night shifts

* Columns in *italics* will be submitted to NHS England on 16 Nov. 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		
RBH Heart & Paeds	PICU	6061	4397	736	1380	6513	107%	535	328	0	0	328	61%
	Rose	5348	3393	702	943	5037	94%	535	328	0	0	328	61%
	AICU	5704	5578	598	978	7153	125%	136.4	66	0	0	66	48%
	Alex	1705	1188	331	233	1752	103%	136	66	0	0	66	48%
	Elizabeth	3410	1287	861	786	2934	86%	136	66	0	0	66	48%
	Paul Wood	1265	660	286	253	1199	95%	136	66	0	0	66	48%
	Sir Reginald Wilson	1364	814	488	275	1577	116%	136	66	22	0	88	65%
	York	1265	957	253	385	1595	126%	136	66	0	0	66	48%
Lung	Foulis	1364	1793	363	55	2211	162%	341	209	22	11	242	71%
	Lind[1]	374	187	176	11	374	100%	0	0	0	0	0	N/A
	Victoria	1364	1375	66	44	1485	109%	124	264	110	0	374	302%
Harefield	Cedar	1426	1357	138	12	1507	106%	713	517.5	46	46	610	85%
	Cherry Tree[2]	0	0	0	0	0	0%	0	0	0	0	0	0%
	Rowan/Fir Tree	2139	1541	488	161	2190	102%	714	644	308	0	952	133%
	HDU	2036	1645	104	35	1783	88%	357	0	0	0	0	0%
	ITU	7326	5302	1510	1219	8030	110%	357	241.5	69	0	311	87%
	Maple	1705	1530	322	23	1875	110%	713	402.5	207	0	610	85%
	Oak/Acorn	3069	1683	1449	322	3453	113%	341	198	197	150	544	160%
Whole Trust		**46923**	**34685**	**8869**	**7113**	**50666**	**107.98%**	**5547**	**3528**	**980**	**207**	**4715**	**84.99%**

Source: Nurse bank databases, E-Roster/MAPPS

[1] Lind: 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 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

	Ward	Annual leave	Patient acuity	Patient volume	Sickness	Vacancy	Maternity cover	Study leave	Other	
RBH Heart & Paeds	PICU	0	0	350	0	0	0	0	0	
	Rose	0	0	276	0	0	0	0	0	
	AICU	0	0	285	0	0	0	0	0	
	Alex	0	0	48	0	0	0	0	0	
	Elizabeth	0	0	181	0	0	0	0	0	
	Paul Wood	0	0	26	0	0	0	0	0	
	Sir Reginald Wilson	0	0	69	0	0	0	0	0	
	York	0	0	0	0	0	0	0	0	
Lung	Foulis	0	1	36	0	1	5	0	0	
	Lind	0	0	7	0	0	0	0	0	
	Victoria	0	0	11	0	11	12	0	0	
Harefield	Cedar	1	4	5	21	2	0	1	0	
	Cherry Tree	0	0	0	0	0	0	0	0	
	Rowan/Fir Tree	3	11	31	38	59	0	0	0	
	HDU	0	0	19	1	1	0	0	0	
	ITU	8	0	345	10	0	0	10	0	
	Maple	7	0	9	14	27	2	2	0	
	Oak/Acorn	8	29	104	60	80	0	1	0	
Whole Trust		**27**	**45**	**1802**	**144**	**181**	**19**	**14**	**0**	

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. 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 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			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	Ward 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 from drop down list		Select from from drop down list	Select from from drop down list									Automatic calculation	Automatic calculation	Automatic calculation	Automatic calculation