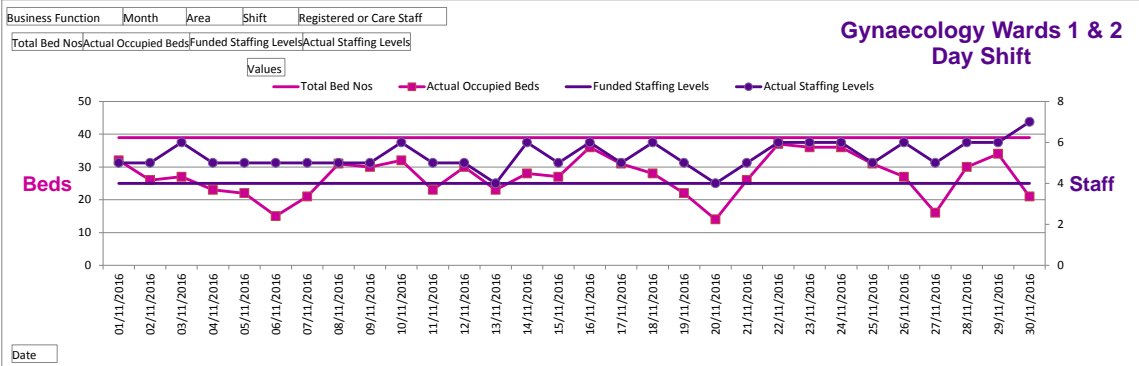


Staffing Report - Gynaecology Wards 1 & 2 November 2016 Last updated: 07/12/2016 at 11:26

Funded WTE	Registered	40.84	Current WTE	Registered	35.20	Number of shifts lost to Sickness Absence	Registered	
	Unregistered	12.68		Unregistered	11.49		Unregistered	
	Total	53.52		Total	46.69		Total	

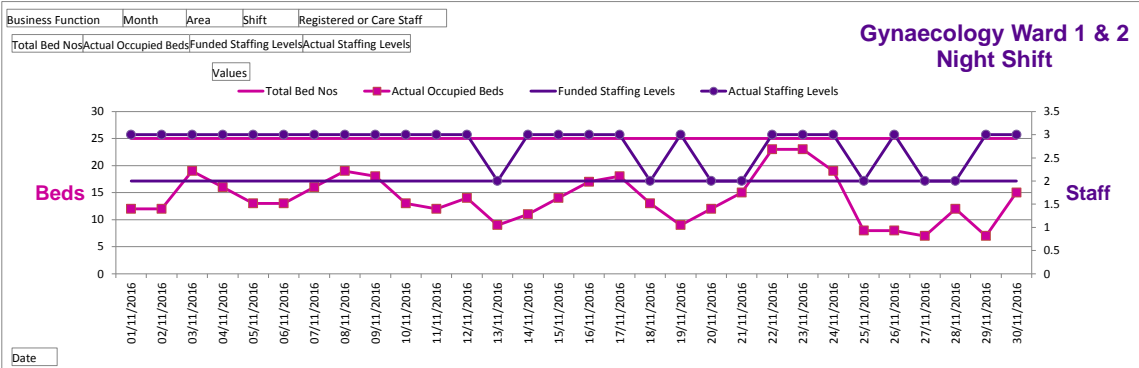
Day Shift



Narrative

Staffing levels remained satisfactory throughout the reportable period and the 1:8 nurse to patient ratio was not exceeded. Redeployment of staff from Gynae ward 1 to Gynae Ward 2 was undertaken to maintain safe staffing levels. On several occasions a registered nurse was redeployed to the Gynaecology emergency Department to cover staff sickness, this did not deplete the 1:8 nurse to patient ratio on the wards. Bay 6 on Gynae Ward 2 is currently being used as an admissions and discharge lounge, due to increased patient flow this was reverted back to a 4 bedded bay for several days during the reportable period in order to manage the increased patient flow. Bank shifts were used as required

Night Shift



Narrative

Staffing levels did not exceed the 1:8 nurse to patient ratio during the reportable period. Bank shifts were used to cover maternity leave and sickness.

Staffing Concerns

Number of shifts where staffing levels are not compliant with planned levels	0
Number of staffing related concerns escalated to Matron or higher	1

Matron Assurance Statement

Although the 1:8 ratio was not breached there was 1 red flag incident on Gynae Ward 2 when staffing resources were stretched due to the increased patient flow and high acuity. There has been introduction of a new process for approval of Bank shifts by Senior Managers. Work is ongoing as part of the inpatient redesign project.

Signed Date

Key

Beds Total	The total number of beds allocated or available to the ward
Beds Occupied	Of the total beds, the number that have a patient in the bed
WTE Funded	WTE stands for Whole Time Equivalent. Funded WTE is the number of staff that is planned to be on a shift at any one time.
WTE Actual	Of the Funded WTE, the actual staffing level for the shift.
Registered	A Registered Nurse is one whom has qualified to practice as a nurse and is registered as such with the Royal college of Nursing or Royal College of Midwives
Unregistered	Unregistered staff are care staff that assist nurses with the day to day care of patients