

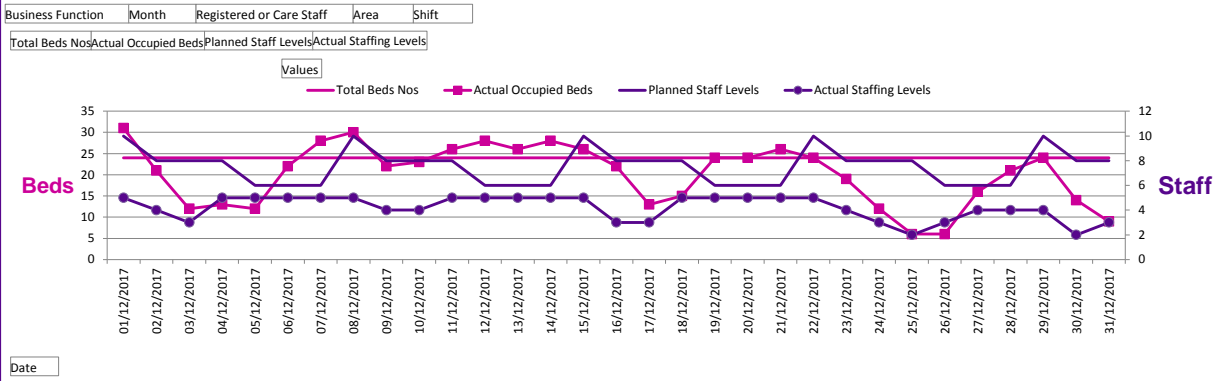
Staffing Report - Gynaecology

December 2017

Last updated: 05/01/2018 at 10:03

Funded WTE	Registered	35.92	Current WTE	Registered	27.78	Number of shifts lost to Sickness Absence	Registered	21
	Unregistered	16.97		Unregistered	15.41		Unregistered	0
	Total	52.89		Total	43.19		Total	21

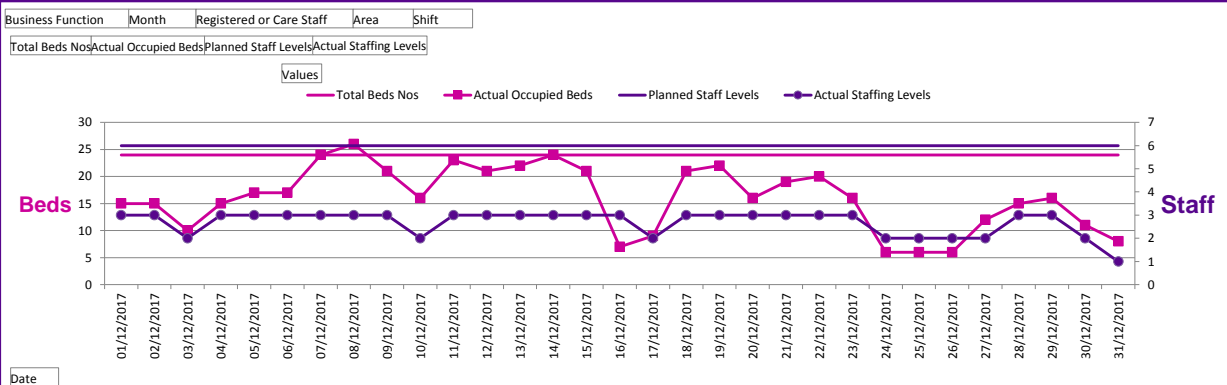
Day Shift



Narrative

There were no red flag alerts during the month of December. The nurse to patient ratio of 1:8 was not exceeded during the month. There were no staffing concerns escalated to the Matron. There is a designated band 6 shift leader Monday to Friday who works clinically supporting the teams. Due to staff sickness the ward manager took on this role coordinating beds, covering staff breaks, transfers and training. Providing visible leadership and stepping in to deal with any issues as they occur. The deputy manager and ward sister are allocated management days when appropriate to complete audits, reports, KPI validations, PDRs and attend appropriate meetings and EPR workshops. The ward team is also supported by the HDU team when appropriate in their role as outreach this includes cannulation, assessment of deteriorating patients, prescribing and crash calls. any further deficits in staffing was covered by bank. Recruitment remains on hold whilst a full staffing review is completed.

Night Shift



Narrative

As above no red flag alerts or staffing concerns escalated to the matron during the month of December

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	0

Matron Assurance Statement

The ward manger has provided clinical and leadership support during the month. There have been a number of shifts where there has been registered nurse sickness. Due to the support from the ward manger and when required HDU staff the staffing ratio of 1:8 was not breached in the month. There were no red flag incidents relating to staffing levels and no escalation of staffing levels. The staffing review for the area will be completed in January 2018.

Signed **Gillian Walker** Date **05/01/2018**

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