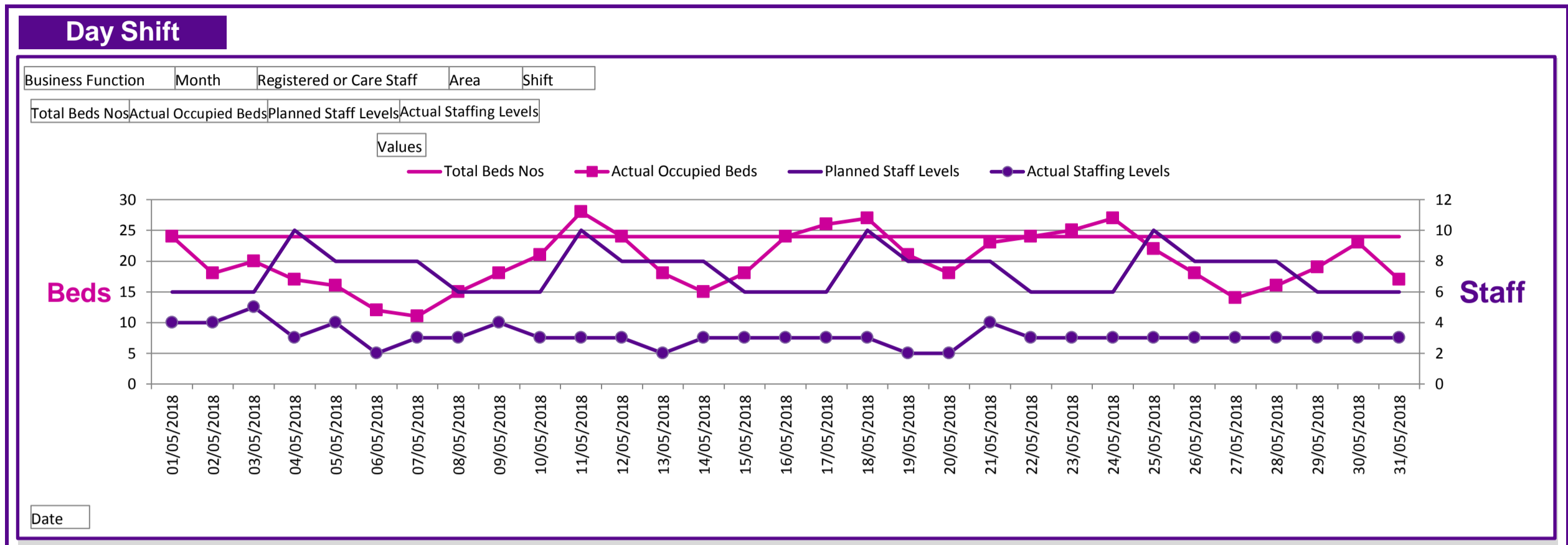


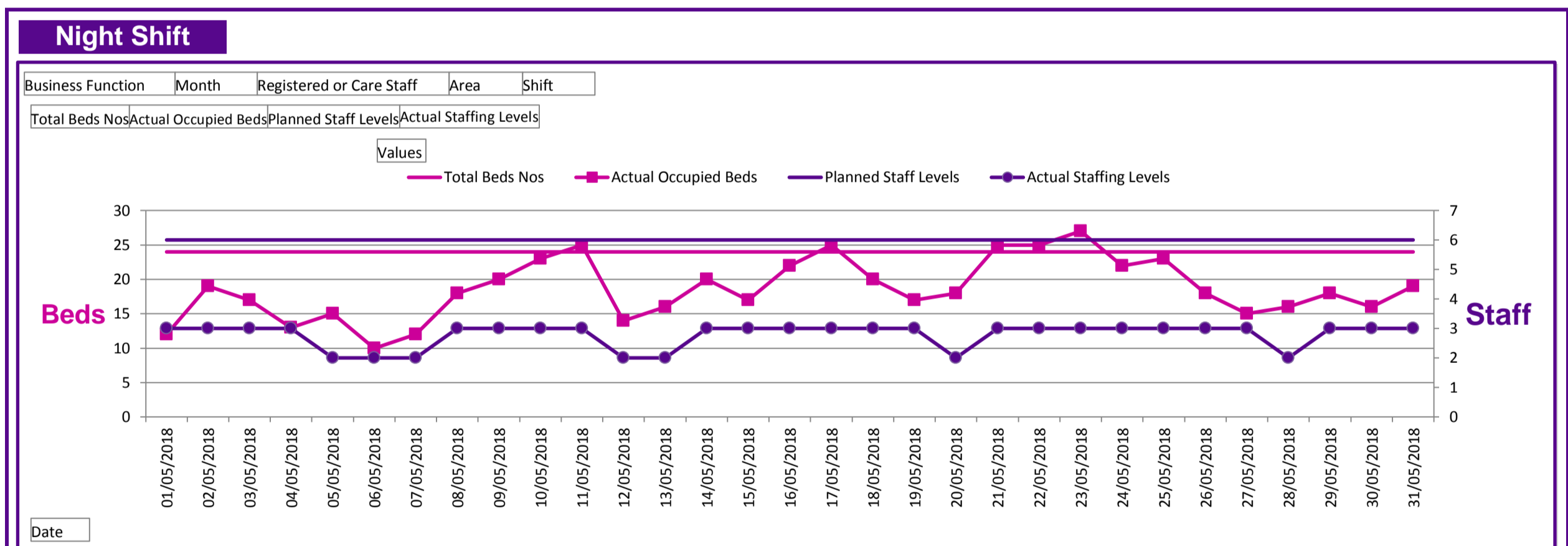
Staffing Report - Gynaecology **May 2018** Last updated: 26/06/2018 at 10:04

Funded WTE	Registered	35.92	Current WTE	Registered	27.78	Number of shifts lost to Sickness Absence	Registered	21
	Unregistered	16.97		Unregistered	14.41		Unregistered	0
	Total	52.89		Total	42.19		Total	21



Narrative

There were no red flag incidents in May. The nurse to patient ratio did not exceed 1:9. there was on staffing concern escalated to the Matron when we had to employ an agency staff nurse to ensure safe staffing levels. The shift leader throughout the month has not been supernumery as they have had to take a team of patients, when this has occurred the ward manager has stepped in to coordinate patient flow. The ward team is supported by HDU staff in their role as outreach. Any further deficits in staffing is covered by bank



Narrative

As above an Agency nurse was employed on one occasion to ensure safe staffing levels.

Staffing Concerns

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

Matron Assurance Statement

Staffing concerns raised on one occasion in May due to unforeseen sickness with staff phoning in at very late notice and the shift lead being unable to ensure further staff being accessed as Bank or Agency or being able to access staff from GED due to the staffing requirements of their areas. Prior to this the staffing for the ward and the numbers were safe and Patient Safety was not compromised. As a result of this and my escalation as Matron to the Gynaecology Management Team there is a current review of permissions of being able to access Agency Staff in order to prevent low staffing numbers which can potentially impact on Patient Safety. On two occasions were the Ward Manager has identified unsafe staffing levels for patient to nurse ratios, agency staff have been approved and this has provided safe patient care.

Signed: **C.McEntegart** Date: **13/06/2018**

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