Liverpool Women's
NHS Foundation Trust

| **Staffing Report - Gynaecology** | **May 2019** | Last updated: | **12/06/2019** | **at** | **11:00** |

Funded WTE	Registered	28.50
	Unregistered	15.87
	Total	44.37

Current WTE	Registered	23.00
	Unregistered	11.63
	Total	34.63

Number of shifts lost to Sickness Absence	Registered	15
	Unregistered	5
	Total	20

Day Shift

| Business Function | Month | Registered or Care Staff | Area | Shift |

| Total Beds Nos | Actual Occupied Beds | Planned Staff Levels | Actual Staffing Levels |

Values

Legend: Total Beds Nos — Actual Occupied Beds — Planned Staff Levels — Actual Staffing Levels
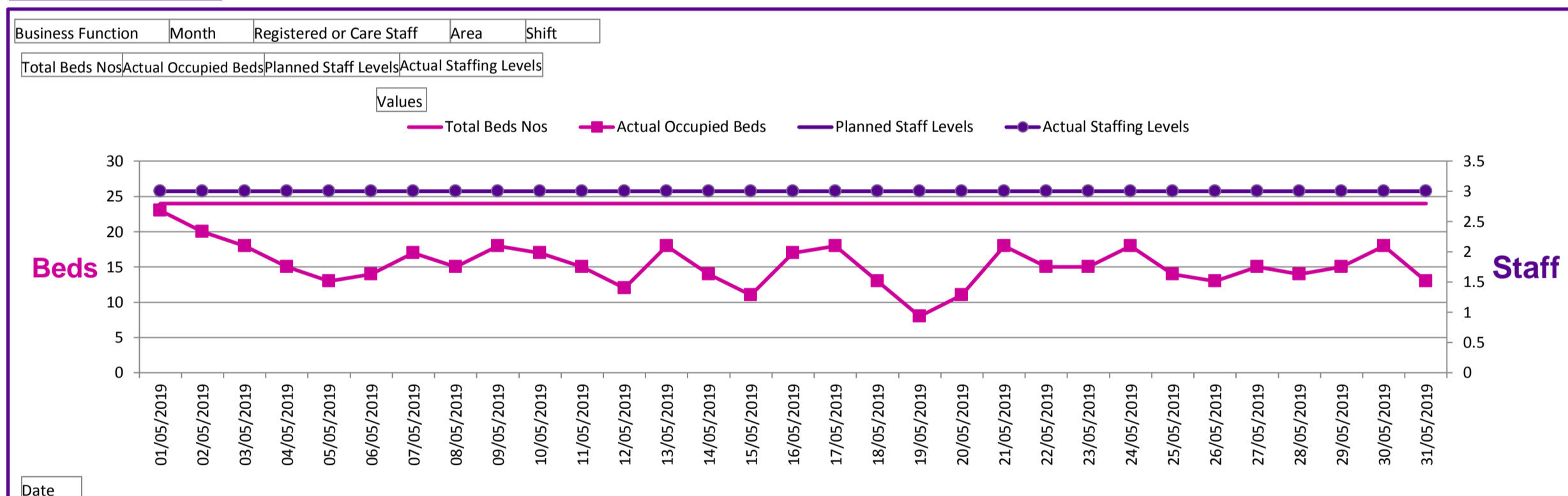
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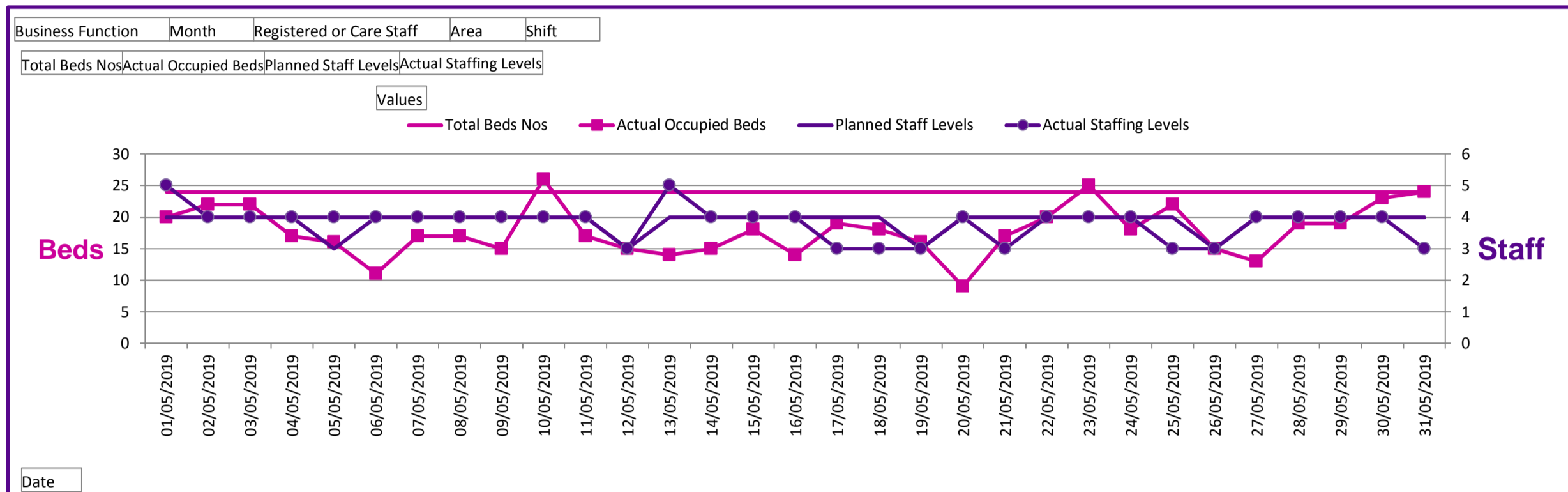
| **Narrative** | Billie-Jo McGibbon - Ward Manager |

During the month of May there were 5 occasions where the planned staffing levels were not achieved however, we did maintain our nursing ratio 1:8 due to bed occupancy during these times and safely staff the ward. Regular review of staff by Ward Matron, Managers and Shift Leaders ensured staffing levels were appropriately managed. To support the ward, agency staff have been employed to fill gaps due to staff sickness and outstanding recruitment.

Night Shift

| Business Function | Month | Registered or Care Staff | Area | Shift |

| Total Beds Nos | Actual Occupied Beds | Planned Staff Levels | Actual Staffing Levels |

Values

Legend: Total Beds Nos — Actual Occupied Beds — Planned Staff Levels — Actual Staffing Levels

Date

| **Narrative** | Billie-Jo McGibbon - Ward Manager |

The ward has been safely staffed at night throughout the month of May. Nursing ratio is 1:11

Staffing Concerns	NONE
Number of shifts where staffing levels are not compliant with planned levels	5
Number of staffing related concerns escalated to Matron or higher	0

Matron Assurance Statement

Throughout the month of May 2019 the Gynaecology Ward was staff with Safe Staffing at all times. When there was an increase of patient's due to the overlap of admissions and discharges this was mitigated through the deployment of further Registered Nurses who were able to provide appropriate care of the patient's. The utilisation of HDU Nurses were there was availability ensured at all times the Gynaecology Ward was providing a high level of nursing care.

| Signed | C.McEntegart | Date | 12/06/2019 |

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