

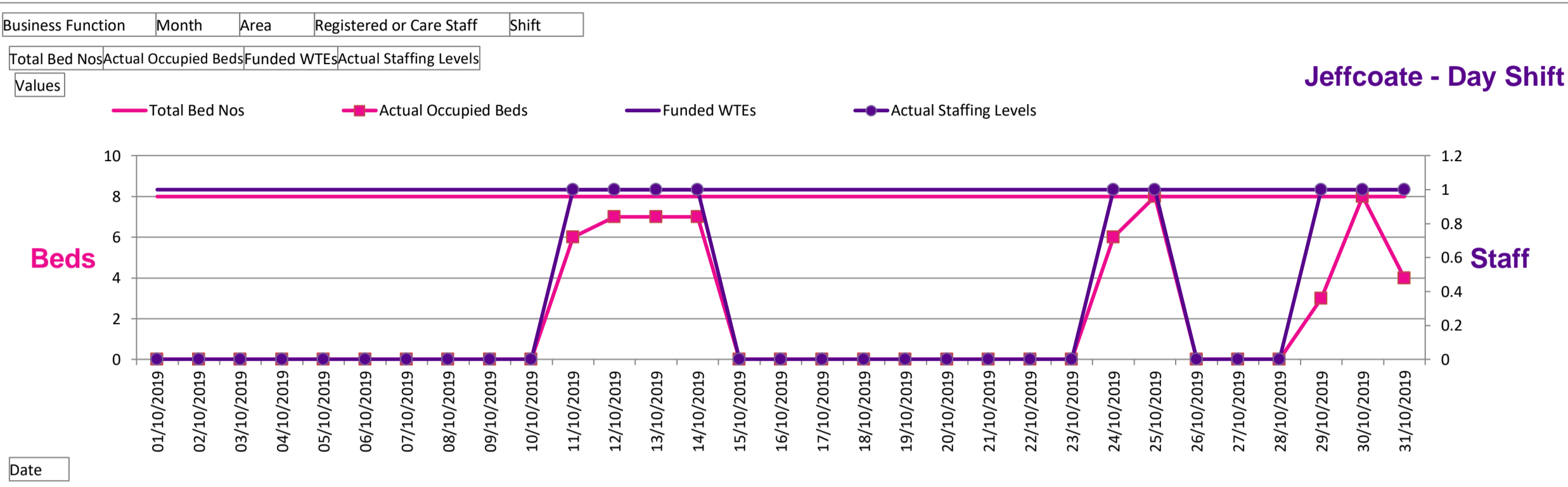
Staffing Report - Jeffcoate

October-2019

Last updated: 20/11/2019 at 14:44

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|-------------------|---------------------|-------|--------------------|---------------------|-------|--|---------------------|---|
| Funded WTE | Registered | 5.3 | Current WTE | Registered | 5.3 | Number of shifts lost to Sickness Absence | Registered | 0 |
| | Unregistered | 5.3 | | Unregistered | 5.30 | | Unregistered | 0 |
| | Total | 10.60 | | Total | 10.60 | | Total | 0 |

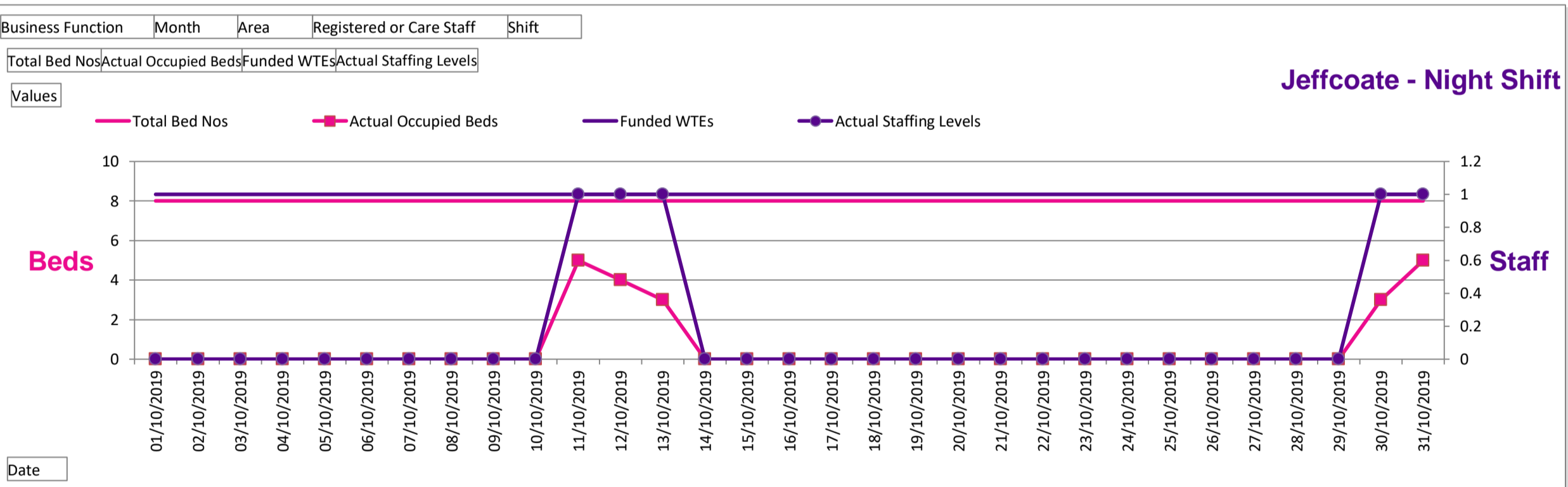
Day Shift



Narrative

Jeffcoate is a 8 bedded low dependency postnatal ward. Women stay on this ward if they are otherwise well and low risk but require some extra assistance. Women who have babies on NICU also stay on this ward. The recommended staffing levels are one registered midwife and one unregistered support staff per day and night shift. If the activity is low on the MLU, staff are diverted to Jeffcoate ward to assist with the care and discharge of women and their babies. Jeffcoate was closed between 1/10 - 9/10 for acuity. Data for the 10/10 has been exported from BR plus acuity and admissions sheet data and meditech due to missing 104 data collection sheets for this date Jeffcoate ward reopened during the evening of the 10/10. Two further closures occurred from 15/10 reopening during the evening of 23/10, a further closure on 26/10 reopening on the evening of the 28/10.

Night Shift



Narrative

Jeffcoate is a 8 bedded low dependency postnatal ward. The recommended staffing levels are one registered midwife and one unregistered support staff per day and night shift. If the activity is low on the MLU, staff are diverted to Jeffcoate ward to assist with the care and discharge of women and their babies. Jeffcoate was closed between 1/10 - 9/10 for acuity. Data for the 10/10 has been exported from BR plus acuity and admissions sheet data and meditech due to missing 104 data collection sheets for this date Jeffcoate ward reopened during the evening of the 10/10. Jeffcoate closed between the 14 and 29/10 overnight although there were day shifts when the ward was reopened but required closure during the night due to staffing and the lack of suitable patients.

Staffing Concerns

Ongoing concerns are escalated and documented by the 104

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

Ward Manager's Assurance Statement

Acuity is assessed by the maternity 104 blepholder 4 hourly and staff redeployed from other areas if help needed to maintain the flow of discharging patients and patient care. From the graphs above it appears there are a number of occasions when staffing was not at agreed levels however this reflects the time when Jeffcoate was closed due to high acuity in other areas of maternity and no eligible patients suitable to be sent there.

Signed: S Roberts Matron Date: 08/11/2019

Key

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|---------------|--|
| 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 |