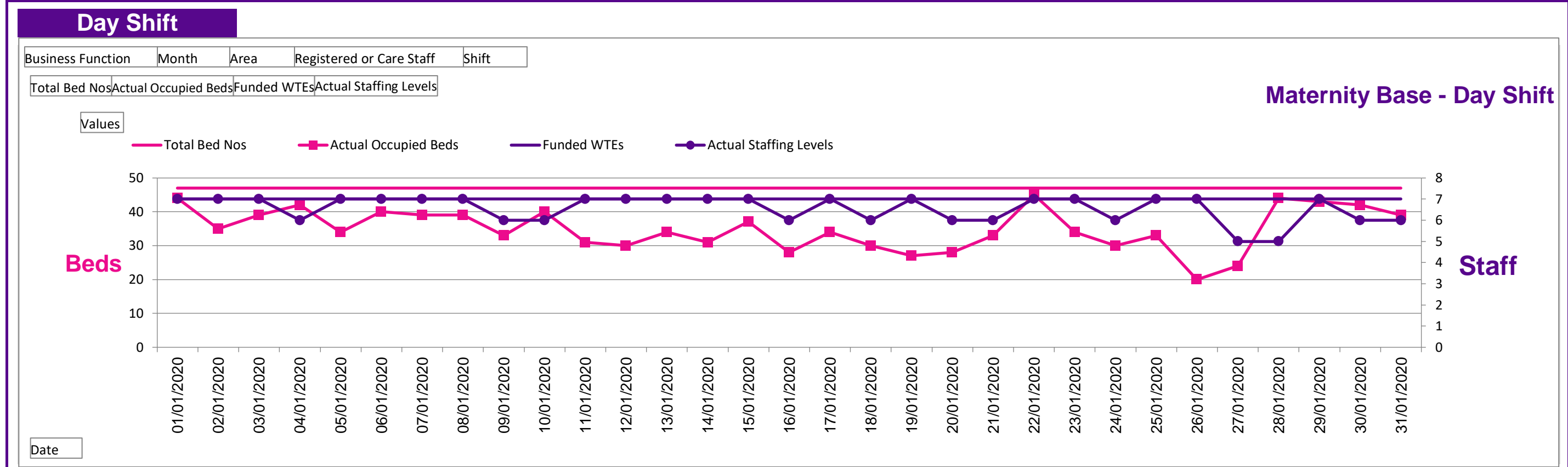


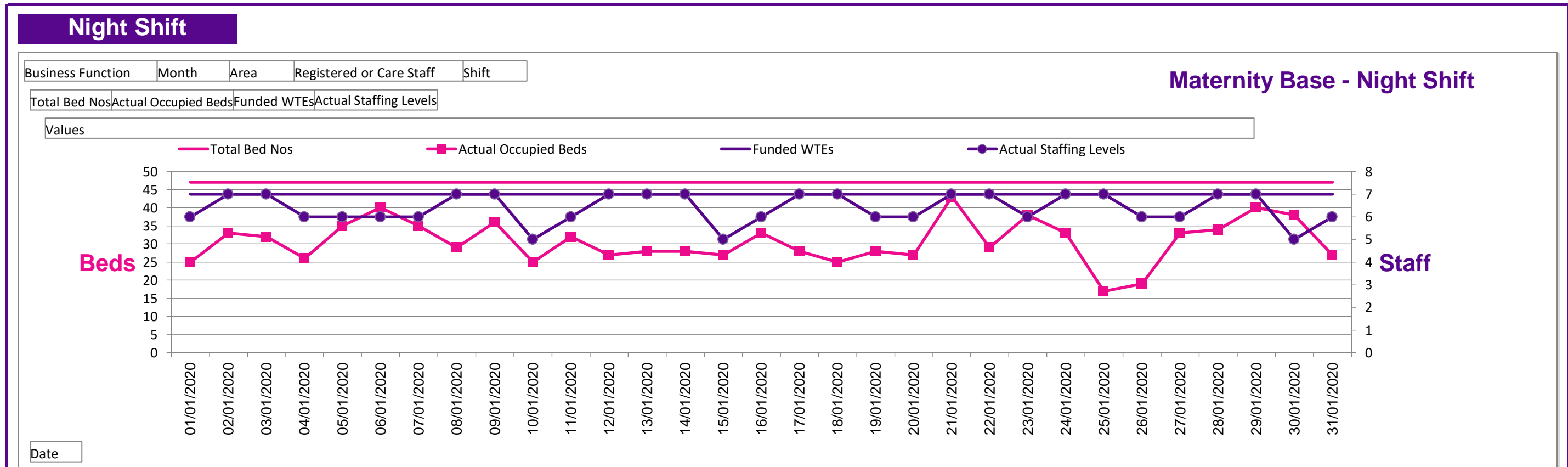
Staffing Report - Maternity Base **January-2020** Last updated: **14/02/2020** at **12:09**

Funded WTE	Registered	39.69	Current WTE	Registered	37.98	Number of shifts lost to Sickness Absence	Registered	14
	Unregistered	19.02		Unregistered	17.72		Unregistered	9
	Total	58.71		Total	55.70		Total	23.00



Narrative

The maternity bed occupancy and staffing levels are monitored closely over a 24 hour period. Staff rosters are published 6 weeks in advance, giving the manager time to flex or use bank staff as required. Staffing has been below expected levels on 12 occasions however, the acuity on many of these occasions has been reduced therefore patient safety has been maintained. Reduced staffing has been a result of a small vacancy, maternity and sick leave. The activity and staffing is monitored 4 hourly by the maternity bleep holder and staff moved to cover areas when required



Narrative

For the night duty, Staffing has been below expected levels on 16 occasions however, the acuity on many of these occasions has been reduced therefore patient safety has been maintained. Staffing and acuity are monitored overnight with staff being redeployed to areas of high acuity if required.

Staffing Concerns	Although there have been instances during the month where staffing levels have not met agreed levels, due to vacancy and staff sickness, the bed occupancy has been reduced and safety has been maintained
Number of shifts where staffing levels are not compliant with planned levels	28
Number of staffing related concerns escalated to Matron or higher	0

Ward Manager's Statement

Staffing is reviewed each morning and any concerns highlighted within the safety huddle. Staffing across the first floor is reviewed every 4 hours and if required, staff redeployed accordingly. Acuity fluctuates with the number of admissions and discharges varying. There has been no safety issues relating to staff reported this month. Sickness and vacancy are monitored and reviewed weekly by the manager.

Signed: **S Wagner** Date: **11.2.20**

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