Staffing Report - Gynaecology — March 2020   Last updated: 16/04/2020 at 08:28
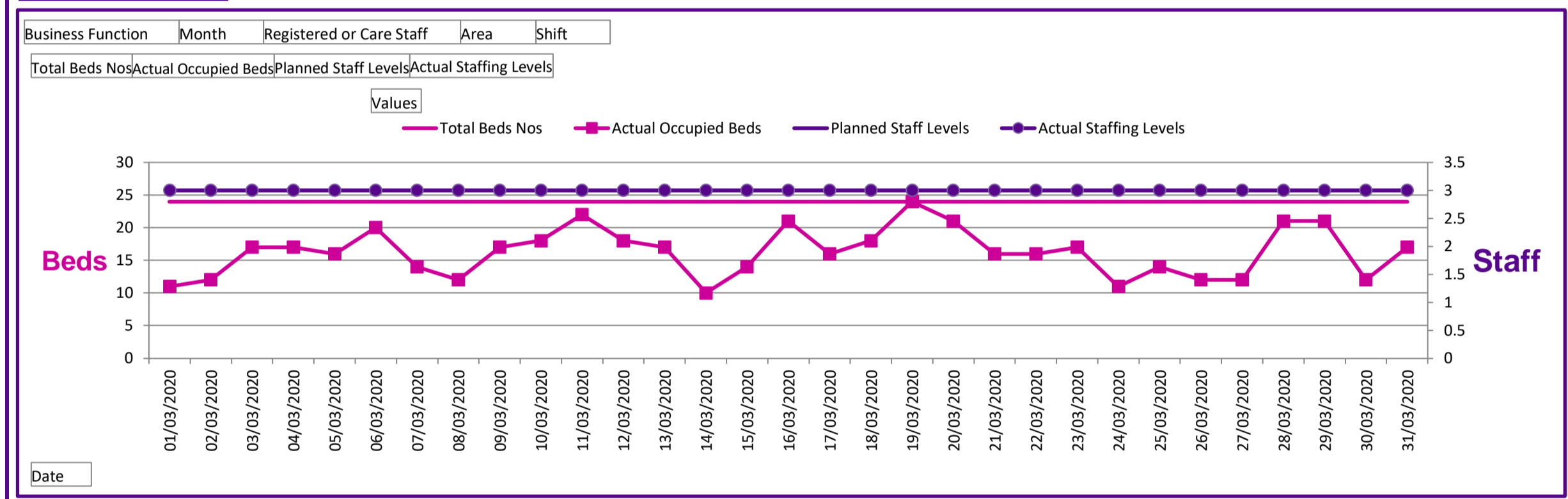
Funded WTE			Current WTE			Number of shifts lost to Sickness Absence		
	Registered	21.00		Registered	17.00		Registered	24
	Unregistered	9.65		Unregistered	10.00		Unregistered	2
	Total	30.65		Total	27.00		Total	26

Day Shift

Business Function	Month	Registered or Care Staff	Area	Shift

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

Values

— Total Beds Nos   ■ Actual Occupied Beds   — Planned Staff Levels   ● Actual Staffing Levels

Date
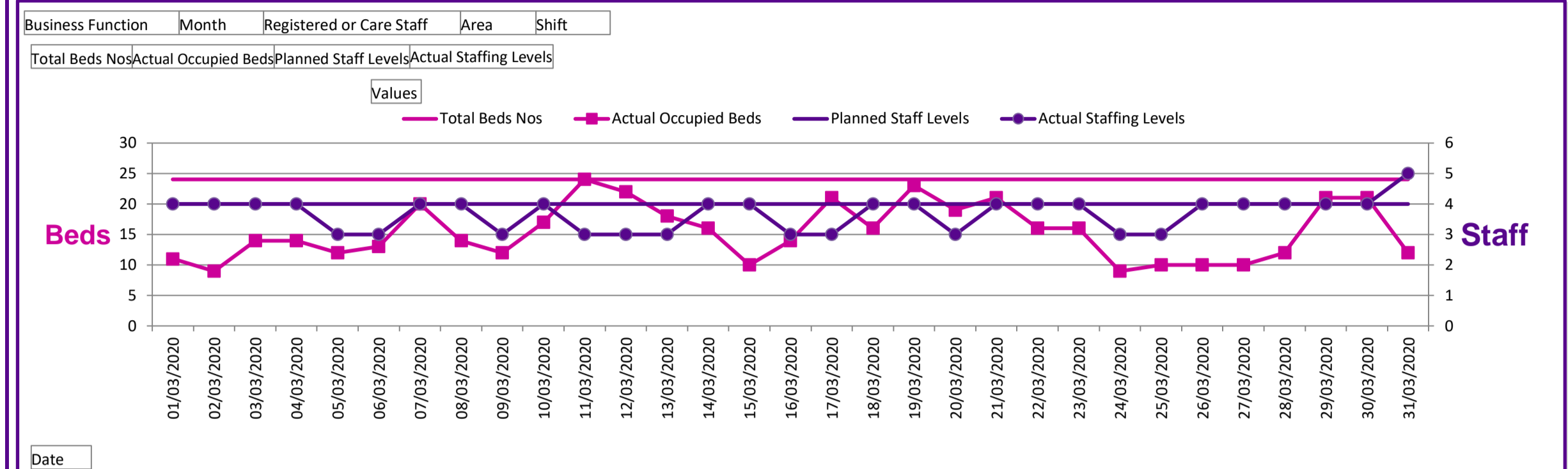
Narrative

Increased sickness rates throughout the month of March resulted in reduced Registered Nurse cover throughout the majority of March. Staff sickness relating to self isolation and symptoms relating to COVID 19 . Bed occupancy has remained stable with only one incidence where all 24 beds were occupied. From 30/03/20 inpatient beds have been increase to 30 and staff uplifted to reflect the increase

Night Shift

Business Function	Month	Registered or Care Staff	Area	Shift

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

Values

— Total Beds Nos   ■ Actual Occupied Beds   — Planned Staff Levels   ● Actual Staffing Levels

Date

Narrative

Safe staffing maintained throughout the Month of march , there are currently 4 registered Nurse vacancies which do impact on the ability to fully roster shifts covered however shifts have been fully staffed with the use of bank and in the last instance agency Nurses

Staffing Concerns

Gynaecology ward increased to 30 inpatient bed capacity . 5 vacancies have been filled in the last month for registered Nurses , 4 further WTE RN vacancies are currently out to advert

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

Matron Assurance Statement

5 vacancies recruited to 4 RN vacancies currently out to advert - Roster completed as per KPI schedule and unfilled duties monitored and bank requested where appropriate . Bed base currently increased to 30 inpatient beds , Hewitt staff currently receiving induction and adhoc training to be upskilled for ward work.

Signed	Rebecca Holland	Date	07/04/2020

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