

MEETING OF THE TRUST BOARD - 1 DECEMBER 2016				
SAFE NURSE AND MIDWIFERY STAFFING LEVELS				AGENDA ITEM 2.1
Paper Author & Job Title:	Dawn Parkes, Deputy Chief Nurse for Practice and Professional Development and Sharon Payne, Matron for Nurse Staffing		Responsible Director:	David Melia, Director Of Nursing and Quality
Purpose (Highlight)	Approval	Decision	Assurance and Information	
			To receive and discuss	To receive
Action Required	Review the current staffing position for areas included within the report.			
Does this paper mitigate risk included in the Trust Risk Registers? please outline	<p>Maintaining safe nurse and midwifery staffing levels are fundamental to providing high quality safe care to patients.</p> <p>The position in the Division of Emergency and Elective Services; Medicine, and Surgery, Family services; Women's and Children's Inpatient Units, Community Nursing and the Intermediate Care Units requires monitoring; although the net staffing position will improve following successful recruitment programmes, the time delay in start dates is of concern.</p> <p>When shortfalls occur - staffing numbers across adult in-patient areas are appropriately reported and risk assessed. These processes occur twice daily and are documented.</p>			
Resource implications	The vacancy gap directly impacts the requirement to utilise agency nurse resources and potentially quality of patient care and experience.			
Legal and Equality and Diversity implications	None			
Striving for Excellence Breakthrough Objectives	Become one of the best in the country			Y
	Keep our patients safe			Y
	Live and grow within the resources we have			Y
	Develop one another to achieve the best for us and our patients			
	Surpass expectations and build on our reputation			Y

MID YORKSHIRE HOSPITALS NHS TRUST

Safe Nurse and Midwifery Staffing October 2016

EXECUTIVE SUMMARY

This report is the regular monthly report to the Trust Board that presents the staffing data for October 2016 for:

- Medicine Inpatient Units.
- Emergency Departments.
- Surgical Inpatient Units.
- Theatres.
- Intermediate Care Units within Care Closer to Home.
- Community Nursing.
- Women's and Children's Inpatient units within Family Services.

The report details the current vacancy position for October the wards/units detailed in Appendix 1.

The report also includes:

- Safe staffing and patient quality indicator report

Nurse Staffing October 2016 - Trust Overview Vacancy Position (see Appendix 1 for areas included in this report).

Staff Type	Budgeted WTE	Vacancy WTE
Registered Nurse	1257.77	68.88
Registered Midwife	125.72	-2.12
MTO Registered (ODP)	72.65	16.95
Assistant Practitioner (Band 4)	20.96	13.96
HealthCare Assistant	703.12	55.70
Safety Support Worker (Band 1)	67.63	37.10
Total	2247.85	190.39

Dawn Parkes, Deputy Director of Nursing
Nov 2016

MID YORKSHIRE HOSPITALS NHS TRUST**Safe Nurse and Midwifery Staffing**

- 1. Purpose of report**
- 2. Safe staffing analysis**
 - 2.1 Safe staffing report**
 - 2.2 Patient quality indicator report**
- 3. Detail**
 - 3.1 Overall staffing position**
- 4. Trust staffing overview**

1. Purpose of Report

The report adheres to the recommendations set out by the National Quality Board (NQB): Supporting NHS Providers to deliver the right staff, with the right skills, in the right place at the right time (2016):

The expectation is the Board 'take full responsibility for the care provided to patients and, as a key determinant of quality, take full and collective responsibility for nursing and midwifery care, capacity and capability'.

The report provides triangulated information on staff in post, safe staffing incidents, nurse vacancies and includes quality measures which are reported over a three month period.

2. Safe Staffing Analysis

The purpose of the Safe Staffing report is to provide a summary at a glance; a rag rated staffing analysis with associated quality indicators for the previous three months, and an overview of planned and actual hours worked by grade type throughout October 2016 and the subsequent % fill rate (as per the national Unify staffing return). The % fill rate includes all bank and agency hours worked on the units specified and captures staff movement from all other clinical areas as per the data held on eRostering.

Currently **49.8%** of the vacant shifts sent out to Bank and agency are filled, of which **40.6%** are RN shifts and **60.3%** HCA. Predominately the shifts that are favoured by temporary staff are shifts that attract elevated rates of payments i.e. night and weekends. In October the fill rate for Day shifts was **37.2%** and fill rate for Night shifts was **73.5%**.

Overall key concerns are areas where the staffing fill rate has fallen below **80%** (highlighted red on the report) and understanding the impact this has on patient care.

During October 2016 there was 1 reported incident of Trust attributable MRSA bacteraemia;

There was 1 reported hospital acquired category 3 pressure ulcers reported Aug – October: outliers in relation to hospital acquired category 2 pressure ulcers include Ward 10 DDH and Gate 43 PGH, and falls with harm on Ward 11 DDH, Medical Assessment. (Please note falls with harm data includes low (minimal harm) moderate (short term harm) and severe.

2.1 Safe Staffing Report

October Monthly Safe Staffing Report																
Unit	Day								Night							
	Planned RN	Actual RN	Planned HCA	Actual HCA	% RN	%HCA	% fill rate covered by RN Bank & Agency	% fill rate covered by HCA Bank & Agency	Planned RN	Actual RN	Planned HCA	Actual HCA	% RN	% HCA	% fill rate covered by RN Bank & Agency	% fill rate covered by HCA Bank & Agency
Division of Medicine																
Gate 12 PGH, Acute Assessment	3670	2786.05	1940	2542.48	75.9%	131.1%	23.2%	70.9%	3565	2933.48	1782.5	2053.83	82.3%	115.2%	56.3%	98.3%
Gate 21 PGH, Haematology	1204.5	741.30	356.5	412.44	61.5%	115.7%		46.2%	713	728.75	356.5	578.00	102.2%	162.1%	100.0%	71.8%
Gate 31 PGH, Cardiology	2214	1788.41	1426	1090.98	80.8%	76.5%	5.8%	21.3%	1782.5	1736.00	1069.5	1125.50	97.4%	105.2%	92.6%	83.3%
Gate 41 PGH, Elderly Care	1538.5	1298.73	2139	2403.75	84.4%	112.4%	6.7%	60.0%	1069.5	1070.50	1782.5	1627.00	100.1%	91.3%	45.5%	69.0%
Gate 42 PGH, Elderly Care	1895	1486.94	1782.5	2035.90	78.5%	114.2%	14.5%	33.3%	1426	1235.25	1426	1595.00	86.6%	111.9%	85.7%	85.3%
Gate 43 PGH, Elderly Care	1538.5	1183.90	2139	2009.77	77.0%	94.0%	8.6%	49.3%	1069.5	1036.00	1426	1810.50	96.9%	127.0%	66.7%	60.0%
Gate 44 PGH, Gastroenterology	1857.5	1424.98	945.5	1242.94	76.7%	131.5%	7.7%	48.1%	1426	1333.50	713	774.50	93.5%	108.6%	77.1%	48.1%
Gate 45 PGH, Respiratory	2259	1745.52	1968.5	1658.43	77.3%	84.2%	1.8%	53.5%	1426	1337.48	1069.5	1032.50	93.8%	96.5%	40.0%	8.1%
Gate 45a PGH, Acute Care	1463.5	1173.00	186	134.66	80.2%	72.4%		28.6%	1426	1098.00	0	57.50	77.0%		33.3%	27.8%
Gate A1 PGH, Stroke Rehab	1219.5	810.75	713	689.98	66.5%	96.8%		66.7%	713	701.50	713	721.00	98.4%	101.1%	50.0%	83.3%
Gate A2 PGH, Stroke & Neurology	2311.5	1898.50	1525.5	2551.48	82.1%	167.3%	4.1%	65.2%	1426	1436.00	713	1557.00	100.7%	218.4%	84.6%	87.2%
Gate A4 PGH, Spinal Injuries	1726	1253.28	1720.5	1583.29	72.6%	92.0%	12.9%	56.3%	1069.5	938.33	713	702.00	87.7%	98.5%	94.4%	
Ward 10 DDH, Short Stay	1835	1300.51	1426	1456.19	70.9%	102.1%	32.9%	55.7%	1069.5	1119.00	713	934.00	104.6%	131.0%	91.7%	86.5%
Ward 11 DDH, Medical Assessment	1857.5	1477.16	1426	1411.25	79.5%	99.0%	33.3%	76.0%	1426	1401.50	1069.5	1009.50	98.3%	94.4%	87.2%	87.5%
Ward 2 DDH, Elderly Care	1137	1145.62	1069.5	1417.00	100.8%	132.5%	20.3%	29.3%	713	1031.50	713	1217.50	144.7%	170.8%	89.2%	74.3%
Ward 4 DDH Stroke & Neurology	1486	1188.38	1426	1314.46	80.0%	92.2%	21.4%	9.0%	1069.5	1031.50	713	674.25	96.4%	94.6%	91.9%	20.2%
Ward 6 DDH, Gastroenterology	1546	1237.61	883.5	909.36	80.1%	102.9%	39.4%	50.0%	1069.5	1106.75	1069.5	748.00	103.5%	69.9%	95.0%	69.7%
Ward 8 DDH, Respiratory	1486	1187.09	899	887.44	79.9%	98.7%	26.8%	52.2%	1069.5	1077.50	713	707.50	100.7%	99.2%	92.0%	52.0%
Division of Surgery																
Elective Orthopaedic Suite PGI	839.5	732.96	455.5	315.00	87.3%	69.2%	85.7%	100.0%	713	487.00	241.5	264.00	68.3%	109.3%	88.9%	66.7%
Critical Care DDH, Intensive Care	3246	2462.92	1069.5	619.75	75.9%	57.9%	51.7%	43.8%	3208.5	2267.50	655.5	348.00	70.7%	53.1%	90.6%	50.0%
Gate 28 PGH, Plastics	825.5	814.50	454	427.90	98.7%	94.3%		53.6%	713	715.00	0	215.00	100.3%		80.0%	90.0%
Gate 29 PGH, Burns	1195.5	886.00	356.5	393.72	74.1%	110.4%		63.8%	713	690.00	0	402.00	96.8%			96.9%
Gate 30 PGH, Intensive Care	4709.5	4001.50	356.5	345.00	85.0%	96.8%	28.6%		4634.5	3774.00	356.5	207.00	81.4%	58.1%	66.7%	
Gate 36 PGH, Surgical Assessment	2007	2059.71	945.5	1013.44	102.6%	107.2%	10.5%	42.9%	1426	1714.00	356.5	718.00	120.2%	201.4%	70.9%	61.1%
Gate 32a PGH, Orthopaedics	966.5	861.96	713	669.00	89.2%	93.8%	8.7%	77.8%	713	702.50	356.5	342.50	98.5%	96.1%	85.7%	70.0%
Gate 33 PGH, Surgery	2114	1830.15	1426	1393.92	86.6%	97.8%	13.6%	59.5%	1426	1318.50	1069.5	1054.00	92.5%	98.6%	73.0%	84.8%
Gate 34 PGH Urogynae & Enhanced Care	2221.5	1986.98	1426	1429.00	89.4%	100.2%	33.3%	31.3%	1782.5	1775.00	1069.5	1124.25	99.6%	105.1%	83.3%	66.7%
Gate 38 PGH, Orthopaedics	833	744.71	552	542.94	89.4%	98.4%	30.8%	53.6%	713	698.00	356.5	314.50	97.9%	88.2%	75.0%	66.7%
Ward 12 DDH, Orthopaedics	848	632.34	356.5	322.83	74.6%	90.6%	55.6%		713	532.98	241.5	265.50	74.8%	109.9%	63.2%	33.3%
Elective Surgical Unit DDH	1782.5	1098.61	1426	848.08	61.6%	59.5%	50.0%		1426	773.50	1069.5	496.75	54.2%	46.4%	62.5%	

October Monthly Safe Staffing Report																
Unit	Day								Night							
	Planned RN	Actual RN	Planned HCA	Actual HCA	% RN	%HCA	% fill rate covered by RN Bank & Agency	% fill rate covered by HCA Bank & Agency	Planned RN	Actual RN	Planned HCA	Actual HCA	% RN	% HCA	% fill rate covered by RN Bank & Agency	% fill rate covered by HCA Bank & Agency
Care Closer to Home																
Pontefract Intermediate Care Unit	1307.5	934.21	1794	1677.38	71.5%	93.5%	27.3%	66.0%	897	713.75	1253.5	1269.00	79.6%	101.2%	83.3%	75.0%
Wakefield Intermediate Care Unit	758	682.21	1426	1229.34	90.0%	86.2%	25.0%	56.4%	713	706.50	713	703.50	99.1%	98.7%	100.0%	95.2%
Womens Services																
Gate 18 PGH, Antenatal	2274	2177.30	1069.5	993.00	95.7%	92.8%	38.5%	70.0%	1782.5	1701.25	713	650.42	95.4%	91.2%	41.7%	75.0%
Gate 18a PGH, Labour	5367	4819.42	1222.5	1100.25	89.8%	90.0%	32.0%	37.5%	4634.5	3923.91	1265	1202.25	84.7%	95.0%	36.2%	76.9%
Friarwood Birth Centre	356.5	364.00	356.5	342.00	102.1%	95.9%	100.0%		356.5	357.50	356.5	336.50	54.2%	132.6%	100.0%	
Bronte Birth Centre, DDH	713	715.00	356.5	343.50	100.3%	96.4%	83.3%	100.0%	713	715.00	356.5	357.50	100.0%	100.0%	100.0%	100.0%
Pinderfields Birth Centre, PGH	1189.5	1005.00	713	583.00	84.5%	81.8%	43.3%	66.7%	1069.5	839.00	713	724.00	52.2%	122.6%	36.4%	100.0%
Children's Services																
Neonatal TrustWide	2769	2731.80	713	742.00	98.7%	104.1%	74.1%	100.0%	2495.5	2072.00	713	691.50	90.6%	73.8%	80.0%	
Gate 46 PGH, Children's Ward	2379	1995.73	713	513.50	83.9%	72.0%	24.6%	47.4%	1598.5	1598.00	713	650.00	88.7%	97.0%	28.6%	93.6%
Gate 46 PGH, Paediatric Burns	884	736.67	356.5	394.17	83.3%	110.6%	48.3%	100.0%	713	563.50	356.5	46.00	96.7%	3.3%		

2.2 Patient Quality Indicator Report

October 2016 Patient Quality Indicators																											
Unit	Falls with Harm			c-diff			MRSA			Hospital Acquired Pressure Sores						SI			NE			Datix reported staffing levels	Complaints		FFT		
	Aug	Sep	Oct	Aug	Sep	Oct	Aug	Sept	Oct	Cat 2			Cat 3			Aug	Sept	Oct	Aug	Sept	Oct		Formal	Informal	FFT % Response Rate	Likely to recomm end	
										Aug	Sept	Oct	Aug	Sept	Oct												
Division of Medicine																											
Gate 11 PGH, Cardiology											3	1															
Gate 12 PGH, Acute Assessment	3	4	7		1							3					2		1				1	2	20.9%	97.5%	
Gate 21 PGH, Haematology			1																1					1	44.7%	100.0%	
Gate 31 PGH, Cardiology	2		2								3	2	3						1				2	1	34.2%	92.6%	
Gate 41 PGH, Elderly Care	3				1						2	2	2												37.3%	100.0%	
Gate 42 PGH, Elderly Care	2	3	3								2	3													34.2%	100.0%	
Gate 43 PGH, Elderly Care	3	2	2			1					4	5	4			1						1	1	5.2%	100.0%		
Gate 44 PGH, Gastroenterology	5	2	2			1					1	2	1			1			1				2	34.3%	97.2%		
Gate 45 PGH, Respiratory	4	4	2			1					2	2	2			1						1	1	23.6%	82.1%		
Gate 45a PGH, Acute Care	1										1	3													71.4%	100.0%	
Gate A1 PGH, Stroke Rehab		2	1				1				1		1												22.2%	100.0%	
Gate A2 PGH, Stroke & Neurology	2	3																					1		63.5%	96.3%	
Gate A4 PGH, Spinal Injuries	2																								27.3%	100.0%	
Ward 10 DDH, Short Stay	4		2								1	5	1									3			28.0%	91.1%	
Ward 11 DDH, Medical Assessment		3	2								1	1	4			1									11.1%	75.0%	
Ward 2 DDH, Elderly Care	1		4		2						6	2	4			1		1							69.0%	90.0%	
Ward 4 DDH Stroke & Neurology	3	3	2								1														87.0%	90.0%	
Ward 6 DDH, Gastroenterology	4	2									2		5						1				1	1	51.4%	92.1%	
Ward 8 DDH, Respiratory	1		1				1																		67.1%	98.0%	
Division of Surgery																											
Critical Care DDH, Intensive Care												3	2														
Elective Orthopaedic Suite PGI		1										1														56.1%	100.0%
Elective Surgical Unit, DDH																											
Gate 28 PGH, Plastics	1																						2		40.4%	96.4%	
Gate 29 PGH, Burns																										80.0%	100.0%
Gate 30 PGH, Intensive Care													1														
Gate 32a PGH, Orthopaedics												1														60.5%	89.1%
Gate 33 PGH, Surgery	3										5	2	3										2	1	22.2%	95.7%	
Gate 34 PGH, UroGynae, Enhanced Care		2			1								1										2	1	23.2%	98.1%	
Gate 36 PGH, Surgical Assessment	1	1										1	2					1					2	1	54.8%	92.2%	
Gate 38 PGH, Orthopaedics	1											1											1			39.1%	96.0%
Ward 12 DDH, Orthopaedics												1	2													60.3%	97.9%
Ward 14 DDH, Gynaecology	1						1				1	3	2													42.1%	100.0%
Ward 15 DDH, Surgery	2																										

October 2016 Patient Quality Indicators																										
Unit	Falls with Harm			c-diff			MRSA			Hospital Acquired Pressure Sores						Datix reported staffing levels	Complaints		FFT							
										Cat 2			Cat 3				SI			NE			Formal	Informal	FFT % Reponse Rate	FFT % Likely to recomm end
	Aug	Sept	Oct	Aug	Sept	Oct	Aug	Sept	Oct	Aug	Sept	Oct	Aug	Sept	Oct		Aug	Sept	Oct	Aug	Sept	Oct				
Care Closer to Home																										
Pontefract Intermediate Care Unit	4	3	2												1									23.3%	85.7%	
Wakefield Intermediate Care Unit		4																							13.8%	100.0%
Women's Services																										
Gate 18 PGH, Antenatal																									15.7%	94.4%
Gate 18a PGH, Labour																									14.7%	96.8%
Friarwood Birth Centre																									86.7%	100.0%
Bronte Birth Centre, DDH																									40.0%	100.0%
Pinderfields Birth Centre, PGH																									54.0%	100.0%
Childrens' Services																										
Neo Natal Unit Trustwide																										
Gate 46 PGH, Children's Ward																							1		15.0%	100.0%
Gate 46 PGH, Paediatric Burns																									68.3%	100.0%

3. Detail

3.1 Overall Staffing Position

The following information provides the month on month vacancy analysis for the Division of Elective and Emergency services - Medicine, Emergency Departments, Surgical Inpatient areas, Theatres, Intermediate Care bedded units, Community Nursing and Women's and Children's Inpatient Units. Please see the Appendix 1 for a list of areas included in the vacancy reports.

The vacancy analysis is as of the 31st October 2016 and is based on staff in post on eRostering and ESR data, changes made after this point will not be captured.

Please note that the recruitment data included within this paper is based on the assumptions that all anticipated new recruits commence employment within the anticipated time frames.

Division of Medicine Inpatient Ward Vacancy Information WTE

Division of Medicine Vacancy Analysis													Vacancy %
Grade	Oct-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	
RN	88.12	100.02	97.11	71.62	66.87	21.04	21.17	21.71	17.54	21.33	16.84	25.56	6.2%
AP						20.96	20.95	20.96	18.96	18.96	17.96	13.96	66.6%
HCA	20.86	32.29	31.41	28.64	18.47	51.45	46.76	54.84	49.48	35.30	31.59	18.30	5.8%
Safety Support Worker						41.92	21.85	13.91	10.28	14.62	17.39	37.1	54.9%

The Registered Nurse (RN) vacancy position increased to 6.2%, with ongoing recruitment planned. Currently there are 18.13 WTE RNs for the division in the recruitment process with an estimated end start date of January 2017.

To note two further wards will be added to the divisions establishment substantively, this will require a further 27.28 WTE RNs and 32 WTE Health Care Assistants (HCAs) which will have an impact on the RN vacancy level.

The HCA vacancy has reduced 5.8% with ongoing recruitment, with 65.33 WTE HCA's in the recruitment process with an estimated start date of January 2017 following proactive recruitment for the extra pending wards.

The Safety Support Worker vacancy position has increased to 54.9%, with 21.14 WTE safety support workers progressing through the recruitment process, 8.71 WTE to commence by December and 12.43 WTE waiting a start date to be confirmed.

Emergency Department Vacancy Information WTE

Emergency Department Vacancy Analysis												vacancy %
Grade	Nov-15	Dec-15	Jan-16	Feb-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	
RN	19.41	12.77	9.40	8.93	9.28	12.38	23.79	27.49	29.29	27.88	20.32	12.1%
HCA	5.77	3.17	4.01	5.01	1.40	1.99	9.60	9.87	8.48	7.68	4.18	10.3%

The Emergency Department (ED) analysis incorporates the three EDs; Emergency and Advance Nurse Practitioner Service and the Ambulatory Emergency Care Service (AEC).

The RN vacancy has reduced to 12.1%, currently there are 5 WTE progressing through recruitment with an estimated start date of January 2017.

Division of Surgery Inpatient Ward Vacancy Information WTE

Division of Surgery Vacancy Analysis													
	Oct-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Vacancy %
RN	15.17	21.60	24.53	23.71	23.46	26.16	23.20	23.76	22.66	24.43	19.59	11.39	4.4%
HCA	10.03	12.37	11.86	12.78	11.86	9.63	10.82	8.89	11.90	13.15	8.87	8.30	8.0%

The Division of Surgery vacancy position has reduced to 4.4 %, 12.88 WTE are currently progressing through recruitment, with an estimated start date of January 2017.

The vacancy position for the HCA's has reduced to 8%, with 7.8 WTE HCA's progressing through recruitment with an estimated start date of December 2016.

Theatre Department Vacancy Information WTE

Theatres Vacancy Analysis											
Grade	Nov-15	Dec-15	Jan-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Vacancy %
Registered	34.56	35.84	35.84	31.45	30.91	32.96	35.22	35.22	34.37	31.91	17.8%
e Registered WTE is broken down as follows				RN	10.77	12.34	16.37	14.37	14.02	12.96	14.0%
				ODP	20.14	20.62	18.85	20.85	20.35	16.95	23.3%
Unregistered	12.50	10.52	9.52	8.15	8.79	6.79	5.27	9.27	5.61	7.61	14.5%

The Theatre registered staff vacancy which includes RN and Operating Department Practitioners (ODP) has reduced to 31.91 WTE (17.8%). Currently there is 0.8 ODP's progressing through recruitment with an estimated start date in January 2017, with several recruitment initiatives in progress.

Intermediate Care Inpatient Ward Vacancy Information WTE

Intermediate Care Inpatient Units vacancy analysis													
	Oct-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Vacancy %
RN	4.71	0.88	0.38	-0.12	0.88	6.81	6.39	6.39	2.67	3.59	3.59	3.55	13.5%
HCA	8.36	5.16	2.96	-0.04	-2.07	7.54	5.16	6.16	-4.24	-2.13	-2.08	-2.08	-6.6%

The RN vacancy has reduced to 3.55 WTE (13.5%); 0.9 WTE are progressing through recruitment. The HCA vacancy level has remained static and shows an overstaffed position of -2.08 WTE (-6.6%).

Community Nursing (District) Vacancy Information WTE

Community Nursing (District) Vacancy Analysis											
Grade	Nov-15	Dec-15	Jan-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Vacancy %
RN	17.76	19.35	20.96	26.38	19.04	20.39	17.63	15.20	5.33	-7.60	-4.8%
HCA	5.14	4.45	4.95	6.48	7.09	8.76	9.04	9.92	12.10	9.00	11.4%

The vacancy position for the Community Nursing Team reflects the newly reconfigured 6 Community Networks and the Integrated Nursing Team. The RN position is overstaffed by 7.6 WTE (4.8%). The HCA position has reduced to 9.0 WTE (11.4%).

Women's Inpatient Ward Vacancy Information WTE

Women's Services Inpatient Vacancy Analysis											
Grade	Sep-15	Jan-16	Feb-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Vacancy %
RN	2.36	3.28	3.97	1.89	1.89	0.48	2.48	0.48	-3.27	-2.19	-32.5%
RM	-9.82	-13.95	-8.98	-6.79	-7.42	-4.35	-7.37	-1.45	5.71	-2.12	-1.7%
HCA	2.07	1.77	-0.56	0.09	-0.30	-0.30	-1.00	-0.29	5.68	9.28	17.7%

The vacancy position for Women's Inpatient services demonstrates an overstaffing of Registered Midwives vacancies of 2.12 WTE. The RN position demonstrates an overstaffing of 2.19 WTE, following a reduction in requirement following the reconfiguration of services in September. This will resolve by January 2017 due to retirements and reduction in hours of this group of staff.

Children's Inpatient Ward Vacancy Information WTE

Children's Inpatient Vacancy Analysis												
Grade	Nov-15	Dec-15	Jan-16	Feb-16	April-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Vacancy %
RN	9.08	6.72	7.72	5.80	5.96	5.44	7.40	8.35	6.62	2.48	4.38	4.0%
HCA	-0.39	-0.39	-0.09	0.15	1.80	0.80	0.80	0.19	0.19	0.80	1.11	3.7%

The RN vacancy position for Children's Services has increased to 4.38 WTE (4.0%), with 0.8 WTE progressing through recruitment with an estimated start date of January 2017.

4. Trust wide staffing overview

The data below provides the vacancy position for the following areas: DOM and DOS Inpatient areas, Emergency Departments; Critical Care and Theatres, Intermediate Care Inpatient areas and Women's and Children's Inpatient Units, and Community Nursing at the end of October 2016 for all registered and non-registered staff.

Nurse Staffing Data for October 2016

Trust Overview Vacancy Position

Staff Type	Budgeted WTE	Contracted WTE	Vacancy WTE
Registered Nurse	1257.77	1188.89	68.88
Registered Midwife	125.72	127.84	-2.12
Operating Department Practitioner (OPD)	72.65	55.70	16.95
Assistant Practitioner (Band 4)	20.96	7.00	13.96
HealthCare Assistant	703.12	647.42	55.70
Safety Support Worker (Band 1)	67.63	30.53	37.10
Total	2247.85	2057.38	190.39

Division of Medicine Inpatient Vacancy Overview

Staff Type	Budgeted WTE	Contracted WTE	Vacancy WTE
Registered Nurse	410.31	384.75	25.56
Assistant Practitioner (Band 4)	20.96	7.00	13.96
Health Care Assistant	313.60	295.30	18.30
Safety Support Workers (Band 1)	67.63	30.53	37.10
TOTAL	812.50	717.58	94.92

Division of Medicine Emergency Department Vacancy Overview

Staff Type	Budgeted WTE	Contracted WTE	Vacancy WTE
Registered Nurse	167.69	147.37	20.32
Health Care Assistant	40.74	36.56	4.18
TOTAL	208.43	183.93	24.50

Division of Surgery Inpatient Vacancy Overview

Staff Type	Budgeted WTE	Contracted WTE	Vacancy WTE
Registered Nurse	272.46	260.57	11.89
Health Care Assistant	103.64	95.34	8.30
TOTAL	376.10	355.91	20.19

Division of Surgery Theatres Vacancy Overview

Staff Type	Budgeted WTE	Contracted WTE	Vacancy WTE
Registered Nurse	106.77	93.81	12.96
ODP	72.65	55.70	16.95
Health Care Assistant	52.44	44.83	7.61
TOTAL	231.86	194.34	37.53

Inpatient Care Closer to Home Vacancy Overview

Staff Type	Budgeted WTE	Contracted WTE	Vacancy WTE
Registered Nurse	26.20	22.65	3.55
Health Care Assistant	31.67	33.75	-2.08
TOTAL	57.87	56.40	1.47

Community Nursing Vacancy Overview

Staff Type	Budgeted WTE	Contracted WTE	Vacancy WTE
Registered Nurse	158.44	166.04	-7.60
Health Care Assistant	78.93	69.93	9.00
TOTAL	237.37	235.97	1.40

Women's Vacancy Overview

Staff Type	Budgeted WTE	Contracted WTE	Vacancy WTE
RN	6.73	8.92	-2.19
RM	125.72	127.84	-2.12
HCA	52.41	43.13	9.28
TOTAL	184.86	179.89	4.97

Children's Vacancy Overview

Staff Type	Budgeted WTE	Contracted WTE	Vacancy WTE
RN	109.17	104.79	4.38
HCA	29.69	28.58	1.11
TOTAL	138.86	133.37	5.49

Dawn Parkes

Deputy Chief Nurse for Practice and Professional Development

November 2016

Appendix 1 – Units included in the vacancy report

Division	Unit
DOM inpatient	Gate 12 PGH, Acute Assessment
	Gate 12 PGH, GPRU
	Gate 20 PGH, Medical Extra Capacity
	Gate 21 PGH, Haematology
	Gate 31 PGH, Cardiology
	Gate 41 PGH, Elderly Care
	Gate 42 PGH, Elderly Care
	Gate 43 PGH, Elderly Care
	Gate 44 PGH, Gastroenterology
	Gate 45 PGH, Respiratory
	Gate 45a PGH, Acute Care
	Gate 46a PGH, Oncology
	Gate A1 PGH, Stroke Rehab
	Gate A2 PGH, Stroke & Neurology
	Gate A4 PGH, Spinal Injuries
	Ward 10 DDH, Short Stay
	Ward 11 DDH, Medical Assessment
	Ward 2 DDH, Elderly Care
Ward 4 DDH, Stroke & Neurology	
Ward 6 DDH, Gastroenterology	
Ward 8 DDH, Respiratory	
DOM A&E	AEC ANP
	ANP PGH
	Emergency Dept DDH
	Emergency Dept PGH
	Emergency Dept PGI
	ENP Trustwide
DOS	Paediatric Emergency Dept Trustwide
	Critical Care DDH, Intensive Care
	Elective Orthopaedic Suite
	Elective Surgical Unit DDH
	Gate 28 PGH, Plastic Surgery
	Gate 29 PGH, Burns
	Gate 30 PGH, Intensive Care
	Gate 32a PGH, Orthopaedics
	Gate 33 PGH, Surgery
	Gate 34 PGH, UroGynae
	Gate 34a PGH, Enhanced Care
	Gate 36 PGH, Surgical Assessment
	Gate 38 PGH, Orthopaedics
	Gate 40 PGH, Day Surgery
Ward 12 DDH, Orthopaedics	
Ward 15 DDH, Surgery	
DOS Theatre	Theatres DDH
	Theatres PGH
	Theatres PGI
Children's Services	Childrens Assessment Unit DDH
	Childrens Assessment Unit PGH
	Gate 46 PGH, Childrens Ward
	Gate 46 PGH, Paediatric Burns
	Neo Natal Trustwide
Women's Services	Bronte Birth Centre, DDH
	Friarwood Birth Centre
	Gate 18 PGH, Antenatal
	Gate 18a PGH, Labour
	Pindersfield Birth Centre, PGH
CCH	Pontefract Intermediate Care Unit
	Wakefield Intermediate Care Unit
Community Nursing	United Health Wakefield Alliance 1
	United Health Wakefield Alliance 2
	Network 3
	Five Towns
	Trinity Health Group
	West Wakefield Team 6