

MEETING OF THE TRUST BOARD			
REPORT TITLE - Safe Nurse and Midwifery Staffing Report: September 2016			ITEM:2.1
Paper Author & Job Title:	Dawn Parkes, Deputy Director of Nursing		Responsible Director: David Melia, Director Of Nursing and Quality
Purpose (Highlight)	Approval	Decision	Assurance and Information
			To receive and discuss
Action Required	<ul style="list-style-type: none"> <li>Review the current staffing position for areas included within the report.</li> </ul>		
Does this paper mitigate risk included in the Trust Risk Registers? <i>please outline</i>	<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 twice daily.</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
Change Programmes	Patient safety and Quality		Y
	Urgent and Emergency Care		Y
	Reducing Waiting Times		
	Outpatient Improvement		
	Engagement		

	Meeting the Challenge	Y
<b>Trust Values</b>	Caring	Y
	Respect	Y
	High Standards	Y
	Improving	Y

Meeting and Date	Title of Paper: Safe Nurse Staffing Sept 2016	Agenda Item
------------------	---	-------------

## MID YORKSHIRE HOSPITALS NHS TRUST

### Safe Nurse and Midwifery Staffing September 2016

#### EXECUTIVE SUMMARY

This report is the regular monthly report to the Trust Board that presents the staffing data for September 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 Sept the wards/units detailed in Appendix 1.

The report also includes triangulated information including:

- Safe staffing data and patient quality indicator report

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

Staff Type	Budgeted WTE	Vacancy WTE
Registered Nurse	1296.7	86.47
Registered Midwife	125.72	5.71
MTO Registered (ODP)	72.65	20.35
Assistant Practitioner (Band 4)	10.48	9.48
HealthCare Assistant	720.28	70.24
Safety Support Worker (Band 1)	45.63	17.39
<b>Total</b>	<b>2271.46</b>	<b>209.64</b>

Dawn Parkes, Deputy Director of Nursing  
Oct 2016

Meeting and Date	Title of Paper: Safe Nurse Staffing Sept 2016	Agenda Item
------------------	---	-------------

## **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**

Meeting and Date	Title of Paper: Safe Nurse Staffing Sept 2016	Agenda Item
------------------	---	-------------

## 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 Trust Boards ‘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’.

This 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 September 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.

In September 51% of the vacant shifts sent out to bank and agency were filled, of which 51% were RN shifts and 49% HCA. In September the fill rate for Day shifts was 43% and fill rate for Night shifts was 57%.

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 September 2016 there were no reported incidents of Trust attributable MRSA bacteraemia; the last reported case was **May** 2015.

There were no reported hospital acquired category 3 pressure ulcers reported July – September 2016; outliers in relation to hospital acquired category 2 pressure ulcers include Ward 10 DDH and Gate 43 PGH, and falls with harm on Gate 45 PGH, Respiratory Unit and the rehabilitation areas. (Please note fall with harm data includes low (minimal harm) moderate (short term harm) and severe.

Meeting and Date	Title of Paper: Safe Nurse Staffing Sept 2016	Agenda Item
------------------	---	-------------

## 2.1 Safe Staffing Report

September 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
<b>Division of Medicine</b>																
Gate 12 PGH, Acute Assessment	3600	2358.63	1890	2089.07	65.5%	110.5%	12.5%	54.5%	3450	2509.75	1725	1899.50	72.7%	110.1%	38.3%	88.9%
Gate 21 PGH, Haematology	1117.5	850.02	345	447.19	76.1%	129.6%		53.4%	690	691.50	345	563.50	100.2%	163.3%		79.5%
Gate 31 PGH, Cardiology	2359.5	1758.08	1380	1031.96	74.5%	74.8%	1.4%	23.3%	1932	1696.33	1035	921	87.8%	89.0%	72.7%	63.6%
Gate 41 PGH, Elderly Care	1440	1284.90	2070	2132.94	89.2%	103.0%	7.7%	9.8%	1035	1026.83	1725	1633.00	99.2%	94.7%	37.5%	81.8%
Gate 42 PGH, Elderly Care	1792.5	1267.40	1725	1933.40	70.7%	112.1%	4.3%	32.3%	1380	1174.75	1380	1483.98	85.1%	107.5%	72.4%	80.3%
Gate 43 PGH, Elderly Care	1485	1135.41	2070	2167.99	76.5%	104.7%	6.3%	37.1%	1035	979.50	1380	1779.52	94.6%	129.0%	82.8%	49.2%
Gate 44 PGH, Gastroenterology	1747.5	1192.97	915	1326.95	68.3%	145.0%	5.1%	58.3%	1380	1233.75	690	712.50	89.4%	103.3%	57.1%	87.5%
Gate 45 PGH, Respiratory	2212.5	1794.18	1905	1505.38	81.1%	79.0%	5.8%	39.8%	1380	1367.00	1035	954.50	99.1%	92.2%	82.4%	72.7%
Gate 45a PGH, Acute Care	1402.5	1117.33	180	105.00	79.7%	58.3%			1380	1026.50	0	11.50	74.4%	#DIV/0!	12.5%	9.1%
Gate A1 PGH, Stroke Rehab	1095	702.50	690	618.38	64.2%	89.6%		27.5%	690	667.00	690	771.50	96.7%	111.8%		75.0%
Gate A2 PGH, Stroke & Neurology	2242.5	1809.67	1483	2148.75	80.7%	144.9%		60.0%	1380	1372.50	690	1553.50	99.5%	225.1%	90.9%	86.1%
Gate A4 PGH, Spinal Injuries	1695	1260.75	1665	1465.96	74.4%	88.0%	1.6%	33.3%	1035	1018.17	690	668.00	98.4%	96.8%	85.7%	33.3%
Ward 10 DDH, Short Stay	1792.5	1161.11	1380	1438.92	64.8%	104.3%	13.3%	58.9%	1035	1030.08	690	723.00	99.5%	104.8%	82.6%	61.0%
Ward 11 DDH, Medical Assessment	1777.5	1347.88	1380	1368.34	75.8%	99.2%	21.9%	67.4%	1380	1265.50	1035	702.50	91.7%	67.9%	57.9%	32.4%
Ward 2 DDH, Elderly Care	1102.5	973.63	1035	1403.94	88.3%	135.6%	11.4%	32.8%	690	767.00	690	1147.50	111.2%	166.3%	79.2%	65.8%
Ward 4 DDH Stroke & Neurology	1425	1066.44	1380	1288.96	74.8%	93.4%	13.6%	9.5%	1035	945.00	690	655.50	91.3%	95.0%	81.5%	17.9%
Ward 6 DDH, Gastroenterology	1432.5	1093.13	855	841.94	76.3%	98.5%	14.5%	62.5%	1035	999.33	1035	599.00	96.6%	57.9%	77.8%	65.2%
Ward 8 DDH, Respiratory	1447.5	1032.29	870	766.46	71.3%	88.1%	29.4%	32.7%	1035	974.00	690	692.00	94.1%	100.3%	89.1%	30.8%
<b>Division of Surgery</b>																
Critical Care DDH, Intensive Care	3135	2372.50	1035	574.50	75.7%	55.5%	57.7%	42.9%	3105	2259.00	644	359.50	72.8%	55.8%	84.7%	50.0%
Elective Orthopaedic Suite PGI	835	679.50	484	331.00	81.4%	68.4%		50.0%	690	489.00	253	287.50	70.9%	113.6%	88.9%	50.0%
Gate 28 PGH, Plastics	795	712.00	442.5	358.50	89.6%	81.0%		40.0%	690	690.00		23.00	100.0%	#DIV/0!	66.7%	50.0%
Gate 29 PGH, Burns	1167	980.58	345	254.49	84.0%	73.8%	20.0%	48.3%	690	667.00		154.50	96.7%	#DIV/0!	37.5%	81.3%
Gate 30 PGH, Intensive Care	4500	3739.50	345	345.00	83.1%	100.0%	20.0%		4485	3613.00	345	172.50	80.6%	50.0%	46.7%	
Gate 36 PGH, Surgical Assessment	1815	1740.21	690	669.90	95.9%	97.1%	11.9%	48.4%	1380	1746.50	345	368.00	126.6%	106.7%	85.1%	50.0%
Gate 32a PGH, Orthopaedics	997.5	821.00	690	691.40	82.3%	100.2%	12.5%	92.3%	690	694.00	345	335.50	100.6%	97.2%	91.7%	76.9%
Gate 33 PGH, Surgery	2060.5	1631.31	1380	1289.96	79.2%	93.5%	9.1%	24.4%	1380	1280.50	1035	957.00	92.8%	92.5%	75.8%	83.7%
Gate 34 PGH Urogynae & Enhanced Care	2145	1814.00	1380	1359.50	84.6%	98.5%			1725	1491.50	1035	1151.00	86.5%	111.2%		100.0%
Gate 38 PGH, Orthopaedics	795	777.98	552	500.00	97.9%	90.6%	20.0%	16.7%	690	727.50	345	257.00	105.4%	74.5%	88.9%	63.2%
Ward 12 DDH, Orthopaedics	802.5	636.10	345	309.83	79.3%	89.8%		42.9%	644	485.00	253	253.00	75.3%	100.0%	55.6%	71.4%
Ward 14 DDH, Gynaecology	1530	1239.46	1035	933.15	81.0%	90.2%	39.3%	23.5%	1035	893.25	690	678.50	86.3%	98.3%	75.0%	40.0%
Ward 15 DDH, Surgery	1447.5	718.82	1035	527.00	49.7%	50.9%	31.4%	54.8%	1035	703.50	690	425.50	68.0%	61.7%	69.0%	70.0%

Meeting and Date	Title of Paper: Safe Nurse Staffing Sept 2016	Agenda Item
------------------	---	-------------

September 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
<b>Care Closer to Home</b>																
Pontefract Intermediate Care Unit	1320	910.25	2070	1571.98	69.0%	75.9%	11.1%	34.6%	1035	784.00	1380	1179.33	75.7%	85.5%	100.0%	89.5%
Wakefield Intermediate Care Unit	742.5	716.72	1380	1226.73	96.5%	88.9%	33.3%	36.1%	690	669.50	690	691.00	97.0%	100.1%	95.0%	83.3%
<b>Womens Services</b>																
Delivery Suite DDH	1524	1417.17	414	389.75	93.0%	94.1%	42.9%	50.0%	1449	1112.41	414	398.50	76.8%	96.3%	33.3%	100.0%
Gate 18 PGH, Antenatal	2013	1798.00	828	840.50	89.3%	101.5%	3.8%	50.0%	1518	1282.67	483	395.25	84.5%	81.8%	20.0%	56.3%
Gate 18a PGH, Labour	4014.5	3626.33	1035	1074.50	90.3%	103.8%	39.2%	58.8%	3657	3207.75	1173	1147.50	87.7%	97.8%	44.2%	60.7%
Ward 1 DDH, Antenatal	1117.5	698.50	345	244.50	62.5%	70.9%	66.7%		690	403.00	345	207.00	58.4%	60.0%	100.0%	
<b>Children's Services</b>																
Gate 19 PGH, Neonatal	2166.00	2236.75	690.00	437.00	103.3%	63.3%	73.7%	100.0%	2001.00	1812.00	483.00	356.50	90.6%	73.8%	77.8%	100.0%
Gate 46 PGH, Children's Ward	2160.00	1744.75	690.00	570.50	80.8%	82.7%	37.8%	31.3%	1380.00	1224.00	690.00	669.00	88.7%	97.0%	34.5%	95.2%
Gate 46 PGH, Paediatric Burns	793.50	701.00	345.00	290.50	88.3%	84.2%		0.0%	690.00	667.00	345.00	11.50	96.7%	3.3%		
Neo Natal Unit DDH	414.00	403.25	207.00	195.50	97.4%	94.4%	66.7%	0.0%	414.00	356.50	207.00	207.00	86.1%	100.0%	100.0%	
Friarwood Birth Centre	276.00	172.50	138.00	122.00	62.5%	88.4%		100.0%	276.00	149.50	138.00	183.00	54.2%	132.6%	0.0%	100.0%
Bronte Birth Centre, DDH	276.00	276.00	138.00	125.50	100.0%	90.9%		0.0%	276.00	276.00	138.00	138.00	100.0%	100.0%	0.0%	
Pinderfields Birth Centre, PGH	903.00	530.00	276.00	292.50	58.7%	106.0%	26.7	58.3%	903.00	471.00	276.00	338.50	52.2%	122.6%	28.6%	84.6%





Meeting and Date	Title of Paper: Safe Nurse Staffing Sept 2016	Agenda Item
------------------	---	-------------

Sept 2016 Patient Quality Indicators																												
Unit	Falls with Harm			c-diff			MRSA			Hospital Acquired Pressure Sores						SI			NE			Datix reported staffing levels	Complaints		FFT			
	July	Aug	Sep	July	Aug	Sep	July	Aug	Sep	Cat 2			Cat 3			July	Aug	Sep	July	Aug	Sep		Formal	Informal	FFT % Reponse Rate	Likely to recomm end		
<b>Care Closer to Home</b>																												
Pontefract Intermediate Care Unit		4	3							1																	17.2%	100.0%
Wakefield Intermediate Care Unit	3		4							4												1					11.4%	80.0%
<b>Women's Services</b>																												
Delivery Suite DDH																											16.5%	94.4%
Gate 18 PGH, Antenatal																						1					18.7%	96.2%
Gate 18a PGH, Labour																1											13.5%	93.8%
Ward 1 DDH, Antenatal	1																					1					5.4%	100.0%
Friarwood Birth Centre																											18.8%	100.0%
Bronte Birth Centre, DDH																											66.7%	100.0%
Pinderfields Birth Centre, PGH																											50.0%	100.0%
<b>Childrens' Services</b>																												
Gate 19 PGH, Neonatal																											45.5%	100.0%
Gate 46 PGH, Children's Ward																											31.2%	97.1%
Gate 46 PGH, Paediatric Burns																											60.0%	100.0%
Neo Natal Unit DDH																											33.3%	100.0%

Meeting and Date	Title of Paper: Safe Nurse Staffing Sept 2016	Agenda Item
------------------	---	-------------

### 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 30<sup>th</sup> September 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												
Grade	Oct-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Vacancy %
RN	88.12	100.02	97.11	71.62	66.87	21.04	21.17	21.71	17.54	21.33	16.84	4.1%
AP						20.96	20.95	20.96	18.96	18.96	17.96	85.7%
HCA	20.86	32.29	31.41	28.64	18.47	51.45	46.76	54.84	49.48	35.30	31.59	10.1%
Safety Support Worker						41.92	21.85	13.91	10.28	14.62	17.39	38.1%

The RN vacancy position has reduced to 4.1%, with ongoing recruitment planned.

To note two further wards are in the process of being added to the divisions establishment substantively, which requires a further 27.28 WTE RNs and 32 WTE HCAs. This will result in the vacancy position for Medicine increasing by the required nurses in the following month.

The HCA vacancy has reduced 10.1% with ongoing recruitment.

The division are recruiting to the vacant band 4 AP roles employing 9.48 WTE and 3 training posts commenced in September 2016.

Collaborative working with NHSP has secured a further 7 WTE AP, (4 WTE commenced 22nd August and 3 WTE commenced on 10<sup>th</sup> October) these staff will be employed by NHSP but will be working on substantive wards at MYHT for a period of 12 months.

The Safety Support Worker vacancy position has increased to 38.1%, with 2.77 WTE being promoted to HCA roles, with continued recruitment and development of apprentice safety support worker roles.

Meeting and Date	Title of Paper: Safe Nurse Staffing Sept 2016	Agenda Item
------------------	---	-------------

## Emergency Department Vacancy Information WTE

A&E Vacancy Analysis											
Grade	Nov-15	Dec-15	Jan-16	Feb-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	vacancy %
RN	19.41	12.77	9.40	8.93	9.28	12.38	23.79	27.49	29.29	27.88	16.5%
HCA	5.77	3.17	4.01	5.01	1.40	1.99	9.60	9.87	8.48	7.68	18.9%

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

The RN vacancy has reduced by 1.4 WTE in September, with 21.36 WTE currently progressing through recruitment anticipated to commence before the end of October 2016.

## 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	Vacancy %
RN	15.17	21.60	24.53	23.71	23.46	26.16	23.20	23.76	22.66	24.43	19.59	6.3%
HCA	10.03	12.37	11.86	12.78	11.86	9.63	10.82	8.89	11.90	13.15	8.87	7.3%

The Division of Surgery vacancy position has reduced to 6.3 % from 7.3%, 17.78 WTE are currently progressing through recruitment, and are anticipated to commence before the end of October 2016.

The vacancy position for the HCA's has reduced from 9.8% to 7.3%, with ongoing recruitment.

## 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	Vacancy %
Registered	34.56	35.84	35.84	31.45	30.91	32.96	35.22	35.22	34.37	19.2%
e Registered WTE is broken down as follows				RN	10.77	12.34	16.37	14.37	14.02	13.1%
				ODP	20.14	20.62	18.85	20.85	20.35	28.0%
Unregistered	12.50	10.52	9.52	8.15	8.79	6.79	5.27	9.27	5.61	10.7%

The Theatre registered staff vacancy which includes RN and Operating Department Practitioners (ODP) has reduced to 34.37 WTE (19.2%).

## 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	Vacancy %
RN	4.71	0.88	0.38	-0.12	0.88	6.81	6.39	6.39	2.67	3.59	3.59	13.7%
HCA	8.36	5.16	2.96	-0.04	-2.07	7.54	5.16	6.16	-4.24	-2.13	-2.08	-6.6%

Meeting and Date	Title of Paper: Safe Nurse Staffing Sept 2016	Agenda Item
------------------	---	-------------

The RN vacancy level remained static at 3.59 WTE (13.7%); 0.8 WTE are progressing through recruitment. The HCA vacancy level has reduced 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	Vacancy %
RN	17.76	19.35	20.96	26.38	19.04	20.39	17.63	15.20	5.33	<b>3.3%</b>
HCA	5.14	4.45	4.95	6.48	7.09	8.76	9.04	9.92	12.10	<b>15.3%</b>

The vacancy position for the Community Nursing Team reflects the newly reconfigured 6 Community Networks and the Integrated Nursing Team. The RN position has reduced to 17.63 WTE (10.5%). Following successful recruitment 12.55 WTE are due to commence before the end of October 2016. The HCA position continues to increase 12.10 WTE (15.3%), with 3.8 WTE due to commence employment before the end of October 2016.

### 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	Vacancy %
RN	2.36	3.28	3.97	1.89	1.89	0.48	2.48	0.48	-3.27	<b>-48.6%</b>
RM	-9.82	-13.95	-8.98	-6.79	-7.42	-4.35	-7.37	-1.45	5.71	<b>4.5%</b>
HCA	2.07	1.77	-0.56	0.09	-0.30	-0.30	-1.00	-0.29	5.68	<b>10.8%</b>

The vacancy position for Women's Inpatient services demonstrates an increase in Registered Midwives vacancies to 5.71 WTE. The RN position demonstrates an overstaffing of -3.27 WTE, this created 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	Vacancy %
RN	9.08	6.72	7.72	5.80	5.96	5.44	7.40	8.35	6.62	2.48	<b>2.4%</b>
HCA	-0.39	-0.39	-0.09	0.15	1.80	0.80	0.80	0.19	0.19	0.80	<b>2.7%</b>

The RN vacancy position for Children's Services has reduced to 2.48 WTE (2.4%),

## 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

Meeting and Date	Title of Paper: Safe Nurse Staffing Sept 2016	Agenda Item
------------------	---	-------------

Care Inpatient areas and Women's and Children's Inpatient Units, and Community Nursing at the end of September 2016 for all registered and non-registered staff.

Meeting and Date	Title of Paper: Safe Nurse Staffing Sept 2016	Agenda Item
------------------	---	-------------

## Nurse Staffing Data for September 2016

### Trust Overview Vacancy Position

Staff Type	Budgeted WTE	Contracted WTE	Vacancy WTE
Registered Nurse	1296.7	1210.23	86.47
Registered Midwife	125.72	120.01	5.71
Operating Department Practitioner (OPD)	72.65	52.30	20.35
Assistant Practitioner (Band 4)	10.48	1.00	9.48
HealthCare Assistant	720.28	650.04	70.24
Safety Support Worker (Band 1)	45.63	28.24	17.39
<b>Total</b>	<b>2271.46</b>	<b>209.64</b>	<b>209.64</b>

### Division of Medicine Inpatient Vacancy Overview

Staff Type	Budgeted WTE	Contracted WTE	Vacancy WTE
Registered Nurse	410.31	393.47	16.84+
Assistant Practitioner (Band 4)	10.48	1.00	9.48
Health Care Assistant	313.60	282.01	31.59
Safety Support Workers (Band 1)	45.63	28.24	17.39
<b>TOTAL</b>	<b>780.02</b>	<b>704.72</b>	<b>75.30</b>

### Division of Medicine A&E Vacancy Overview

Staff Type	Budgeted WTE	Contracted WTE	Vacancy WTE
Registered Nurse	168.49	140.61	27.88
Health Care Assistant	40.74	33.06	7.68
<b>TOTAL</b>	<b>209.23</b>	<b>173.67</b>	<b>35.56</b>

Meeting and Date	Title of Paper: Safe Nurse Staffing Sept 2016	Agenda Item
------------------	---	-------------

### Division of Surgery Inpatient Vacancy Overview

Staff Type	Budgeted WTE	Contracted WTE	Vacancy WTE
Registered Nurse	310.31	290.72	19.59
Health Care Assistant	121.11	112.24	8.87
<b>TOTAL</b>	<b>431.42</b>	<b>402.96</b>	<b>28.46</b>

### Division of Surgery Theatres Vacancy Overview

Staff Type	Budgeted WTE	Contracted WTE	Vacancy WTE
Registered Nurse	106.77	92.75	14.02
ODP	72.65	52.30	20.35
Health Care Assistant	52.44	46.83	5.61
<b>TOTAL</b>	<b>231.86</b>	<b>155.90</b>	<b>79.36</b>

### Inpatient Care Closer to Home Vacancy Overview

Staff Type	Budgeted WTE	Contracted WTE	Vacancy WTE
Registered Nurse	26.20	22.61	3.59
Health Care Assistant	31.67	33.75	-2.08
<b>TOTAL</b>	<b>57.87</b>	<b>56.36</b>	<b>1.51</b>

### Community Nursing Vacancy Overview

Staff Type	Budgeted WTE	Contracted WTE	Vacancy WTE
Registered Nurse	162.44	157.11	5.33
Health Care Assistant	78.93	66.83	12.10
<b>TOTAL</b>	<b>241.37</b>	<b>223.94</b>	<b>17.43</b>

### Women's Vacancy Overview

Staff Type	Budgeted WTE	Contracted WTE	Vacancy WTE
RN	6.73	10.00	-3.27
RM	125.72	120.01	5.71

Meeting and Date	Title of Paper: Safe Nurse Staffing Sept 2016	Agenda Item
------------------	---	-------------

<b>HCA</b>	52.41	46.73	5.68
<b>TOTAL</b>	<b>184.86</b>	<b>176.74</b>	<b>8.12</b>

### Children's Vacancy Overview

<b>Staff Type</b>	<b>Budgeted WTE</b>	<b>Contracted WTE</b>	<b>Vacancy WTE</b>
<b>RN</b>	105.45	102.97	2.48
<b>HCA</b>	29.38	28.58	0.80
<b>TOTAL</b>	<b>134.83</b>	<b>131.55</b>	<b>3.28</b>



**Appendix 1 – Units included in the vacancy report**

<b>Division</b>	<b>Unit</b>
DOM Inpatient	Gate 11 PGH, Cardiology
	Gate 12 PGH, Acute Assessment
	Gate 20 PGH, Medical Extra Capacity
	Gate 21 PGH, Haematology
	Gate 31a PGH, Cardiology
	Gate 32 PGH, Medical Extra Capacity
	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 6b DDH, Medicine	
Ward 8 DDH, Respiratory	
DOM A&E	AEC ANP
	ANP PGH
	DDH A&E
	Emergency Dept PGI
	ENP Trustwide
	Paediatric Emergency Dept Trustwide PGH A&E
DOS	Critical Care DDH, Intensive Care
	Elective Orthopaedic Suite PGI
	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 14 DDH, Gynaecology	
Ward 15 DDH, Surgery	
DOS Theatre	Theatres DDH
	Theatres PGH
	Theatres Pontefract
Childrens services	Childrens Assessment Unit DDH
	Childrens Assessment Unit PGH
	Gate 19 PGH, Neonatal
	Gate 46 PGH, Childrens Ward
	Gate 46 PGH, Paediatric Burns
Neo Natal Unit DDH	
Womens Services	Delivery Suite DDH
	Gate 18 PGH, Antenatal
	Gate 18a PGH, Labour
	Ward 1 DDH, Antenatal
Care Closer Home	Pontefract Intermediate Care Unit
	Wakefield Intermediate Care Unit
Community Nursing	Community Nursing Network 1
	Community Nursing Network 2
	Community Nursing Network 3
	Community Nursing Network 4
	Community Nursing Network 5
	Community Nursing Network 6
	Community Nursing Network 7
Integrated Nursing Team	