

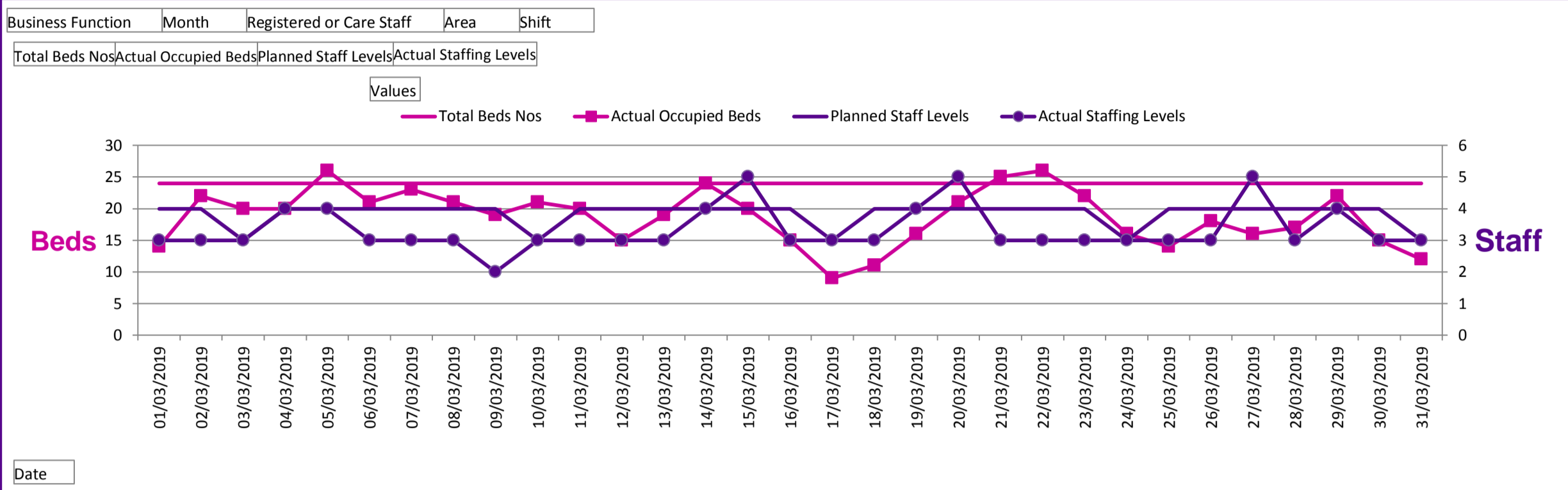
Staffing Report - Gynaecology

March 2019

Last updated: 11/04/2019 at 11:34

Funded WTE	Registered	28.50	Current WTE	Registered	21.08	Number of shifts lost to Sickness Absence	Registered	41
	Unregistered	15.87		Unregistered	11.63		Unregistered	16
	Total	44.37		Total	32.71		Total	57

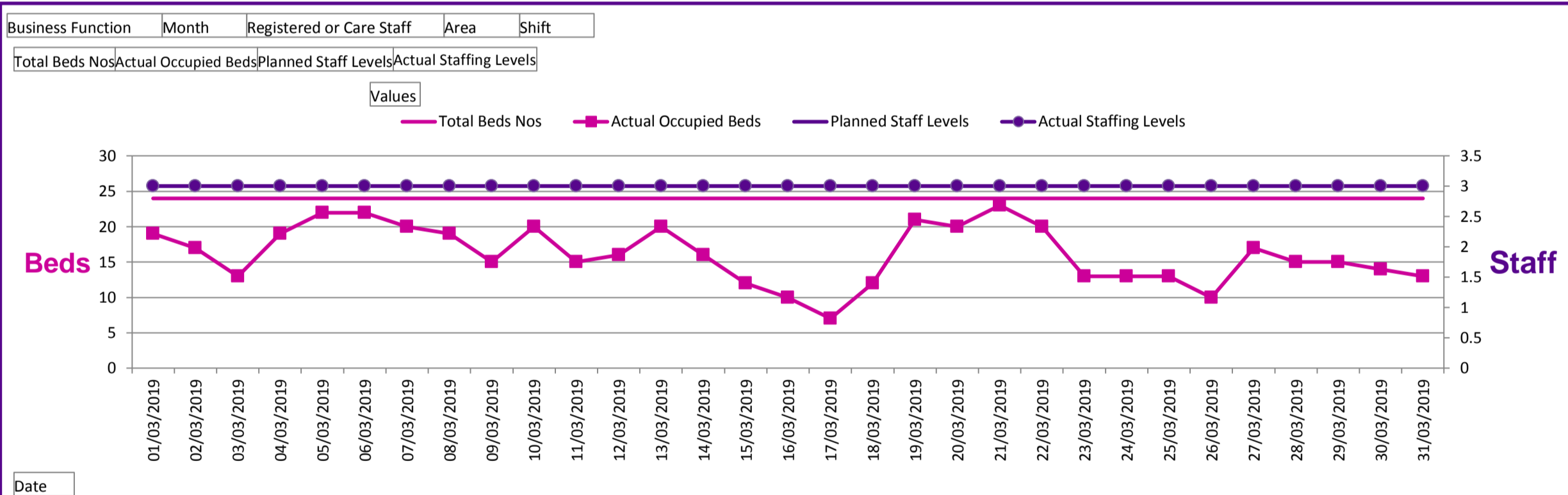
Day Shift



Narrative

In conjunction with the two Gynaecology Matrons a weekly cross-check of staffing was reviewed in advance as a proactive measure to ensure at all times safer staffing was compliant on the Gynaecology Ward. This provided a through analysis of staffing with measure put in place to ensure safer staffing was maintained at all times. In advance planning this allowed the booking of Bank Shifts and where required the booking of Agency Staff. On two occasions due to unforeseen sickness staffing levels were affected which were then escalated to the Gynaecology Matron on one occasion and the Duty manager on a second. Immediate actions were put in place to deploy staff from other areas.

Night Shift



Narrative

All night shifts throughout the month of March remained within Safe and effective staffing limits. Through proactive planning the use of Bank Staff and Agency Staff where required was utilised in order to accommodate all night shifts throughout the month. On nights where acuity was higher there were also options to deploy staff from other Gynaecology areas to provide patient delivery of care.

Staffing Concerns

Number of shifts where staffing levels are not compliant with planned levels	2
Number of staffing related concerns escalated to Matron or higher	2

Matron Assurance Statement

Through joint working of Gynaecology Matrons and proactive planning and analysis all shifts through the month of March were staffed safely. Delivery of care was provided with no compromises. Where sickness was identified immediate escalation actions were put in place to mitigate any potential risks.

Signed **C.McEntegart** Date **09/04/2019**

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