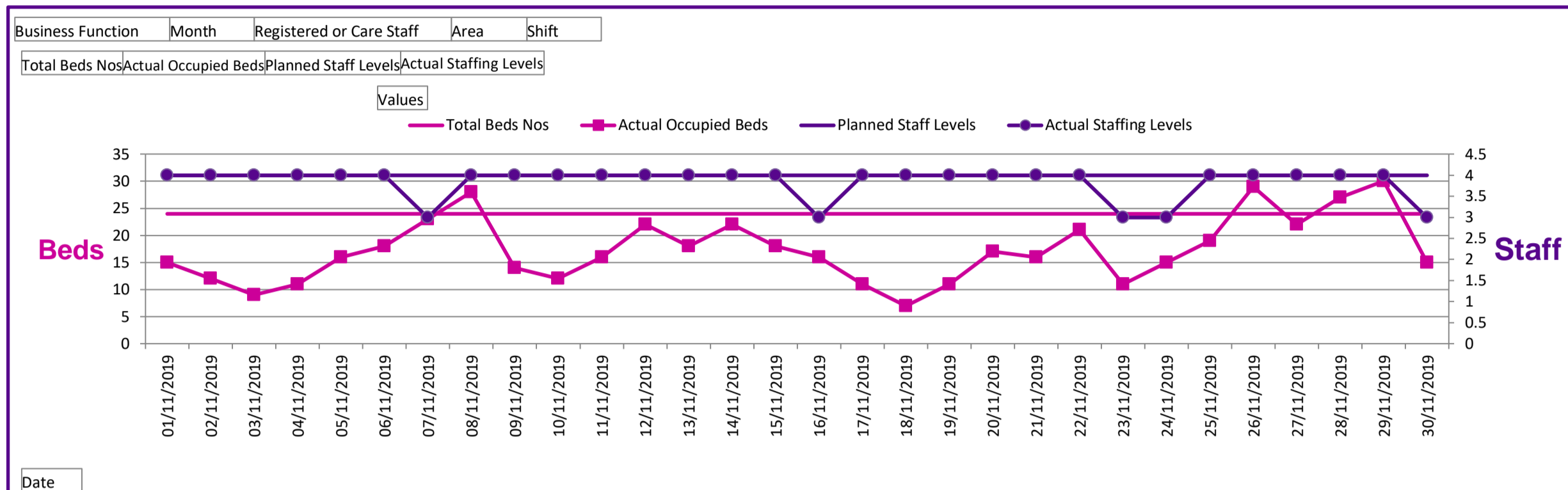


Staffing Report - Gynaecology November 2019 Last updated: 06/12/2019 at 13:46

Funded WTE	Registered	22.90	Current WTE	Registered	22.13	Number of shifts lost to Sickness Absence	Registered	12
	Unregistered	10.80		Unregistered	9.30		Unregistered	2
	Total	33.70		Total	31.43		Total	14

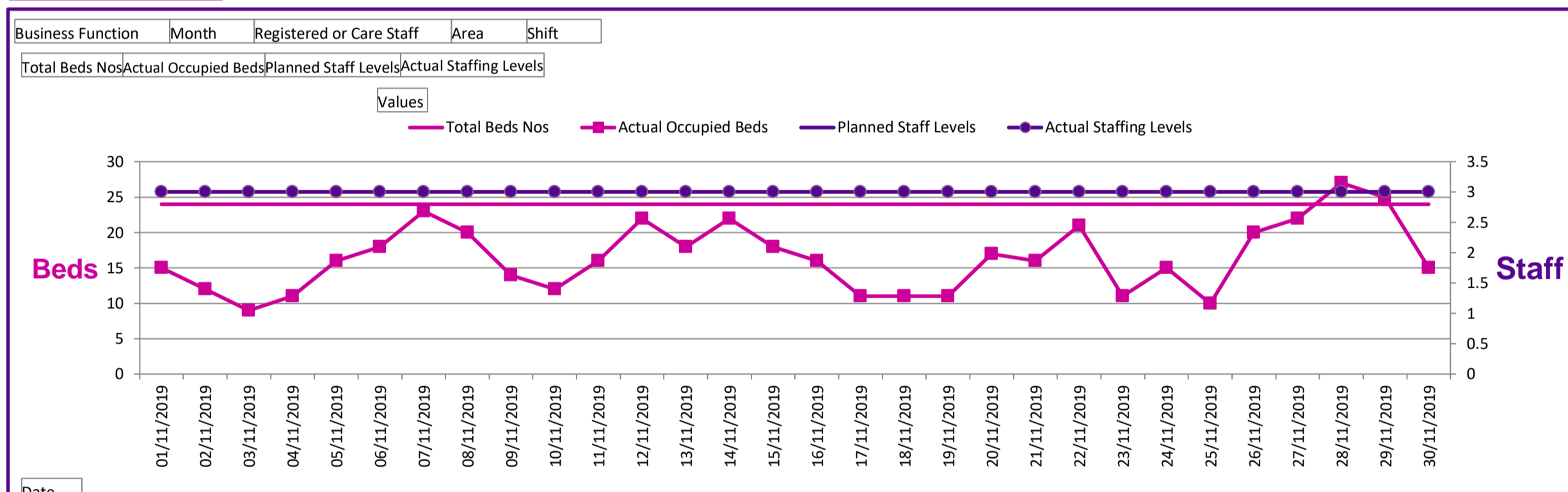
Day Shift



Narrative

Staffing levels throughout the month of November have been stable however short term sickness has seen a reduction in one registered nurse on 5 shifts throughout the month. Fortunately the ward bed occupancy on these occasions the bed occupancy has not exceeded 24 inpatients and a maximum ratio of 1:8 occurred on shifts where there was a reduction in planned staff. On 4 occasions inpatient level were above 24 meaning HCA support was working at a 1:15 ratio.

Night Shift



Narrative

Night staffing of the ward has been stable throughout November, sickness and vacancies have been covered through the use of Bank and Agency Nurses. The bed occupancy again was above 24 inpatients on 28/11/19 which therefore has affected the nurse to patient ratio.

Staffing Concerns

Bank staff shifts are completed by the same staff group.

Number of shifts where staffing levels are not compliant with planned levels **5**

Number of staffing related concerns escalated to Matron or higher **5**

Matron Assurance Statement

Vacancies currently out to advert for band 5 staff, sickness continues to be monitored and managed to promote a reduction in sickness rates. Agency staff are requested when bank staff are unable to complete.

Signed **Rebecca Holland** Date **04/12/2019**

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