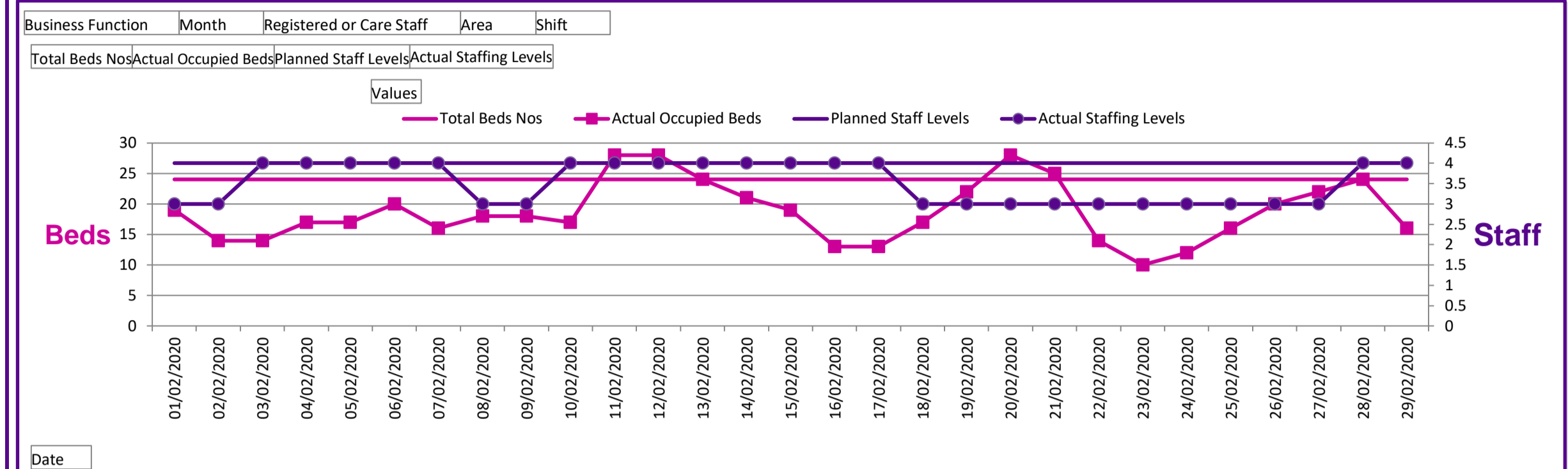


Staffing Report - Gynaecology February 2020 Last updated: 17/03/2020 at 15:27

Funded WTE	Registered	24.49	Current WTE	Registered	19.49	Number of shifts lost to Sickness Absence	Registered	7
	Unregistered	9.65		Unregistered	10.16		Unregistered	5
	Total	34.14		Total	29.65		Total	12

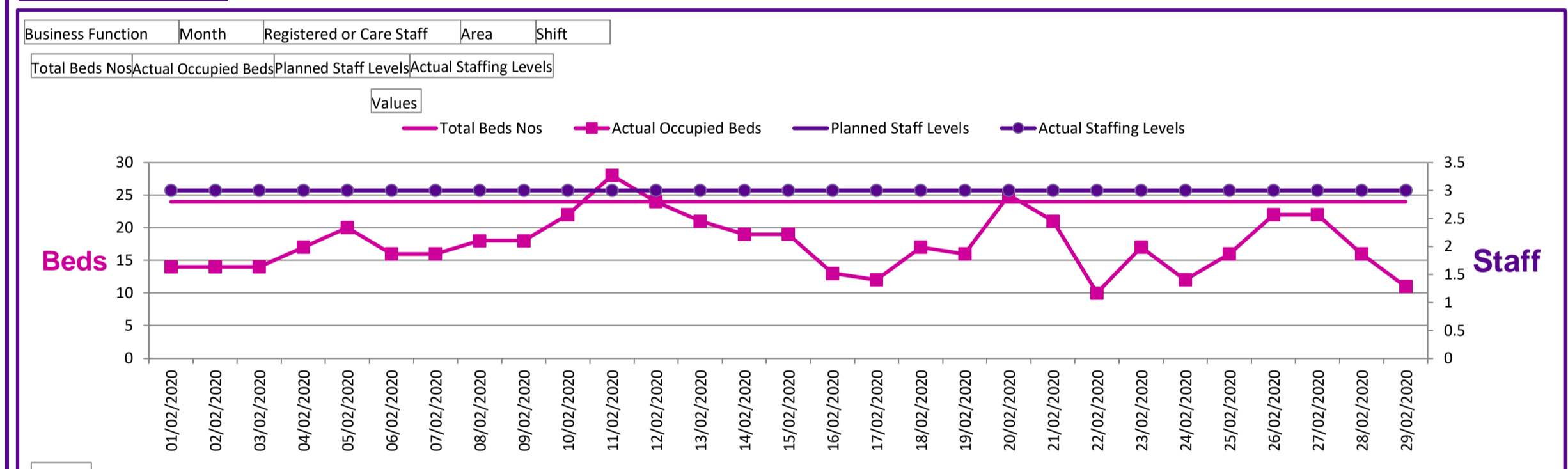
Day Shift



Narrative

There has been a reduction in staff Numbers due to short tem sickness and current vacancy , furthermore the bed occupancy has exceeded the maximum of 24 inpatient capacity on two occasions.

Night Shift



Narrative

Night staffing has remained at full requiremnet , thi shas been sustained through the use of banks and agency nurses .

Staffing Concerns	
Number of shifts where staffing levels are not compliant with planned levels	0
Number of staffing related concerns escalated to Matron or higher	1

Matron Assurance Statement

Febuary has seen increased unfilled duties due to current vacancy rate with 6 vacancies requiring recruitment. Three newly recruited nurses have a start date during March 2020 with a further two more estimated in April subject to reference check and occupational clearance . All vacancies registered on TRAC and shortlisted for interview in a timely manner. To cover Vacancies and some short term sickness current staff have been offered bank shifts and if required the use of agency Nurses has been requested. Long term sick registered Nurse has returned to work however has required a phased return with suuport to ensure practice is at the level it should be, this again whilst necessary and supported by HR is a further staffing pressure for the ward at present. Ward bed occupancy has been reviewed and new process for allocating inpatient beds and escalation if a bed is needed which is above the 24 inpatient remit, ward sisters informed and evidentry paperwork in place

Signed **Rebecca Holland** Date **05/03/2020**

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