

<b>Meeting:</b>	<b>Brighton and Sussex University Hospitals NHS Trust Board of Directors</b>
<b>Date:</b>	<b>23 February 2015</b>
<b>Board Sponsor:</b>	<b>Sherree Fagge, Chief Nurse</b>
<b>Paper Author:</b>	<b>Chief Nurse</b>
<b>Subject:</b>	<b>Safer Nursing and Midwifery Staffing</b>

## Executive summary

This report provides the Board with a monthly overview of Nursing and Midwifery staffing levels in in-patient areas as outlined in the Nurse Staffing Guide "How to ensure the right people, with the right skills, are in the right place, at the right time" (National Quality board and NHS Commissioning Board).

These expectations include this monthly report and that the Trust will ensure that the published monthly update is available to the public via the NHS Choices website.

This report provides the Board with an overview of Nursing and Midwifery staffing for January 2015. It brings to the attention of the Board any risks identified during the month.

### Key points:

- Ward establishments are based on an assessment of acuity and dependency using the *The Safe Nursing Care Acuity and Dependency Tool*, guidance from professional bodies, professional judgement and key clinical indicators.
- The Trust collects the number of times shifts fell below agreed staffing levels. This is currently being undertaken manually, with the plan to automate this process as soon as possible; this is linked to the current Nursing Technology Bid currently being undertaken.
- We have collected the data for 9 months, there continues to be fluctuations month on month we are anticipating an improvement as the vacancy rate decrease and substantive staff are in post this will begin to change.

We have a number of vacancies across the wards, currently in the recruitment process. We have continued to discuss any shortfalls at the operational meeting and where required staff will be moved to accommodate extra capacity staffing and areas that need additional support. We also book bank and agency staff as required to ensure the nurse to patient ratio remains within acceptable levels. Directorate Lead Nurses, Matrons and the Practice Educators have also worked on the wards as required.

Table: Details of the totals of BSUH Nursing and Midwifery staffing fill rates.

	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan
<b>Day</b>									
Trained	90%	92.3%	92.9%	92.6%	92.23%	95.75%	97.5%	93.5%	94.75%
Un-trained	89.9%	90.6%	89.7%	93.3%	89.7%	82.5%	87.5%	91.25%	96.75%
<b>Night</b>									
Trained	95.15%	93.6%	94.3%	93.3%	94%	96.5%	96.25%	93.5%	97.5%
Un-trained	103%	105.9%	108.5%	108.1%	105.53%	92.3%	143%	142%	130%

The above table shows the average staffing fill rates for BSUH. Challenges remain to nurse staffing as previously reported. The table above demonstrates the variance in trained staff which we anticipate the active recruitment will address further. We are continuing to work with the bank office team to recruit more bank staff and our fill rates for shifts remain a challenge.

It remains vital that we have been able to set our nurse to patient ratios at levels supported by the Board; this is to meet the requirements of our patients based on our assessment of need using the safer nursing care tool.

Reviewing the safer staffing fill rates, January shows 13 areas were 80% or less. The table below details the number of areas in which the fill rate was 80% or less month on month.

	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan
<b>No of areas 80% or less</b>	12	15	18	16	6	13	14	11	13

Of the 13 reds, 5 are for trained staff - Bristol, Chichester, Hurstwood Park Medical and Surgical and the Trevor Mann Baby Unit. Vacancies, short terms sickness and maternity leave continue to be the main factors. Mitigations remain in that staff are often moved to other areas requiring assistance to ensure all areas are kept safe. Shifts are escalated to bank and agency and, managers, practice educators; nurse specialists provide additional clinical support. The wards and departments continue to feel pressure with staffing stretched, numerous staff are working over and above their contracted hours to ensure a safe service for our patients. This has been the case for a number of weeks and this impacts on staff but, on a daily basis support each other in working as a team.

Recruiting in the UK is on-going and we expect to see our newly qualified nurses from the University of Brighton in post by the end of February / beginning of March. International recruitment in Europe and non- Europe is progressing, with 206 offers accepted. The first 24 staff are now working on the wards and a further cohort will start on Monday 23 February, these numbers will continue month on month. Further interviews are taking place in the Philippines starting Monday 23 March and it is hoped that a further 50 interviews will be held. A paper was submitted to the Finance and Workforce Committee in late January and approval was given to continue with overseas recruitment, meetings are planned with procurement to provide ongoing assurance and support. Our vacancies are 187wte of which 60 are band 2, 60 band 6 and 15 band 7 the overseas recruitment focuses on band 5 positions and local and national on band 2,6 and 7. The ongoing recruitment is expecting shortly to be recruiting to cover maternity leave reducing the need for bank and agency further.

#### **Staffing data in each inpatient area:**

The Trust is displaying information about the nurse, midwife and care staff present and planned in each clinical setting on each shift, we will continue to review how this is displayed to ensure it is in the clearest possible layout for our patients to understand. This data is also published on the BSUH external website, in a visible, clear and accurate format for the public.

<b>Links to strategic objectives</b>	Best and Safest Care ✓
<b>Identified risks and risk management actions</b>	Safe staffing levels are key to ensuring patient safety and high quality patient experience.
<b>Resource implications</b>	As reported to the Board of Directors any shortfalls in staffing levels will be addressed, through the development of business cases.
<b>Legal implications</b>	Not applicable.
<b>Report history</b>	<p>Previous reports on nurse staffing have been made to the Board of Directors in:</p> <p><i>June 2014</i> <i>January 2015</i></p> <p>This report has been submitted monthly since April 2014 and will continue.</p>

<b>Appendices</b>	Appendix 1 – NHS Choices version of BSUH Safer Nurse Staffing: January
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**Action required by the Board**

The Board is asked to note the nurse to patient ratios in January.