

## Safe staffing report September 2019

The information displayed on NHS Choices shows the average percentage of shifts filled per ward by registered nursing and care staff for day and night shifts during September. The percentage shown is derived by calculating the number of staff actually on the shift compared with the number of staff that were planned to be on shift. The Trust has agreed that staffing is safe on a ward when they have at 90% of shifts filled because wards can cope with one less member of staff on a shift providing this does not happen too often.

In assessing whether the wards were staffed safely the following information was considered and whether there was any correlation to reduced staffing levels:

### Mental Health and Learning Disability Inpatient Wards

- Actual versus planned staffing levels
- Numbers and types of incidents on each ward every 24 hours
- Number of times prone restraint used on each ward every 24 hours
- Number of patients who abscond or fail to return from leave at the agreed time
- Number of patients found on floor on each ward every 24 hours
- Number of patient on patient assaults on each ward every 24 hours

### Community Health Inpatient Rehabilitation Wards

- Actual versus planned staffing levels
- Pressure ulcers developed whilst in the care of our staff declared
- Number of patients found on floor on each ward every 24 hours
- Numbers and types of incidents on each ward every 24 hours

All wards have other professionals working with patients during the day including doctors and allied health professionals such as occupational therapists and physiotherapists. All of these staff along with the nurses provides care to patients on our wards.

The staffing numbers for each ward have been agreed with the Trust Board, ward staff and managers by using nationally recognised workforce tools that take in to account the number of beds on a ward and the amount of care that the patients on the ward need. Some wards have been given extra money to recruit more staff.

**Table** below displays the total budgeted workforce, vacancy. The total monthly planned staff hours versus actual staff hours (percentage fill) along with the care hours per patient day (CHPPD) are also reported. This information is split by day shift/night shift and by registered nurses/unregistered care staff. Overall RAG rating for the table is indicated as:

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# Berkshire Healthcare

## NHS Foundation Trust

No identified impact on quality and safety of care provided as a result of staffing issues	Although there appears to be no direct correlation between staffing and any specific incidents that occurred during the month, the high number of temporary staff required throughout the month provides a challenge with delivering continuity of care and may compromise patient experience	There appears to be a correlation between staffing and specific incidents, safety was compromised
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Ward	Budgeted workforce (wte)	Vacancy (wte)	% DAY FILL RATE				% NIGHT FILL RATE				Bed Occupancy %	Care Hours Per Patient Day	Month cumulative patient count	RN	HCA	Q NA	UnQ NA	Total	No. of shifts with less than 2 RN		No. of incidents reported linked to staffing	No incidents where harm caused as a result of reduced staffing	RAG rating
			RN	HCA	Q NA	UnQ NA	RN	HCA	Q NA	UnQ NA									Day	Night			
Bluebell	34.15	11.5	77.5	111.25	0.0	0.0	88.5	147.49	0.0	0.0	94.24%	622	2.0	5.5	0.0	0.0	7.6	25	4	30	0		
Daisy	32.15	10.51	95.83	112.08	0.0	0.0	100	125.56	0.0	0.0	95.51%	659	2.3	4.9	0.0	0.0	7.2	5	0	13	0		
Rose	32.15	6.51	98.56	106.67	0.0	0.0	100	146.67	0.0	0.0	98.03%	647	2.4	5.2	0.0	0.0	7.5	6	0	7	0		
Snow drop	32.15	6.95	89.67	95.33	0.0	32.0	96.67	104.44	0.0	0.0	95.30%	629	2.3	4.3	0.0	0.1	6.6	12	2	10	0		
Orchid	32.15	6.72	103.33	119.94	0.0	0.0	96.67	147.78	0.0	0.0	90.67%	544	2.9	6.6	0.0	0.0	9.5	8	2	2	0		
Rowan	34.5	7.5	96.67	138.01	0.0	0.0	100	171.76	0.0	0.0	88.50%	531	2.9	9.0	0.0	0.0	11.8	5	0	3	0		
Sorrel	30	2.6	113.33	151.67	0.0	0.0	100	182.22	0.0	0.0	84.24%	278	6.0	16.2	0.0	0.0	22.2	0	0	0	0		
Campion	31.46	4.66	181.67	135	0.0	2.0	100	189.64	0.0	0.0	91.11%	246	8.0	17.4	0.0	0.0	25.4	0	0	0	0		
Willow House	23.42	9.5	104.73	91.62	0.0	0.0	101.67	136.67	0.0	0.0	40.74%	110	14.1	19.9	0.0	0.0	34.0	1	0	1	0		
Donnington	64.4	3.27	91.11	101.85	0.0	104.7	100	96.67	0.0	0.0	83.11%	748	2.4	3.9	0.0	0.4	6.8	0	0	19	0		
Highclere			102.5	78.10	0.0	53.4	93.33	83.33	0.0	0.0	76.32%	435	3.4	3.2	0.0	0.7	7.4	2	4	41	0		
Oakwood	40.32	11.25	92.22	86.33	0.0		100	100	0.0	0.0	82.36%	593	3.1	4.3	0.0	0.0	7.4	1	0	4	0		
Wham	61.31	12.64	81.29	80.71	0.0	45.0	74.17	98.89	0.0	0.0	56.81%	827	3.2	4.2	0.0	0.1	7.4	0	1	1	0		
Henry Tudor	31.06	8.12	103.28	95.58	0.0	0.0	100	100	0.0	0.0	91.25%	657	2.4	3.6	0.0	0.0	6.0	0	0	0	0		
Jubilee	31.52	1.45	104.72	93.5	0.0	0.0	101.67	98.6	0.0	0.0	79.85%	527	3.0	4.4	0.0	0.0	7.4	0	0	0	0		