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## Safe Staffing Report: April 2026.

### Safe Staffing Declaration.

Across the last month, based on available data, all the wards and community nursing services have been considered to have been safe and staffed to levels required to meet patient need. There continues to be a reliance on temporary staffing to achieve this position, due primarily to staffing vacancies and alongside this absence-related factor have also contributed to reduced staffing availability. Whilst there is much support available to the wards from senior and specialist staff not factored into staffing rotas as well as therapy staff to achieve the right numbers, the continual reliance on temporary nursing staffing and reduced registered nursing staff on some shifts means that continuity of staffing was not always optimal, and patient experience may have been compromised.

### Analysis of staffing position.

#### Right staff, right place, and time.

All our Mental Health and Community Wards are staffed to provide two registered staff on every shift, and the shifts with less than two registered staff on duty are seen as a red flag and highlighted in the local dashboard. For Campion Unit (Learning Disability unit) the agreed staffing levels are two registered nurses during the day and one registered nurse at night.

On shifts with less than two registered nursing staff there were senior clinical staff on the wards (Ward Manager, Matron and for the mental health wards there is also a Clinical Development Lead/Charge Nurse) and therapy staff based on the wards 9-5pm during the week that provided support. Out of Hours there is a senior nurse covering Prospect Park mental health wards as well as on call arrangements covering all wards. These staff are not counted within the safer care tool and need to be factored in when assessing the provision of safe and appropriate care.

At Prospect Park staff were moved across the hospital (including APOS staff) to assist wards including where there were less than 2 registered staff on duty to support

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meeting their minimal staffing requirements (shifts with less than 2 registered nursing staff are detailed in the dashboard spreadsheet attached to the report).

In the Community West wards, some of the vacancies are planned to enable use of NHSP, which supports flexibility. All the CHS wards are functioning normally.

Triangulation of complaints, patient feedback and clinical patient safety incident data sets involving medication, falls, pressure ulcers, absent and missing patients, seclusions, prone restraints, self-harm and assaults did not reveal any incidents of moderate harm or above during the month because of staffing levels.

#### **Temporary staffing.**

The need for temporary staff continues to be driven by vacancies, absences, and the need to increase staffing numbers to meet acuity and the need of patients, and there has been an increase in need at PPH this month compared to the previous month. A contributing factor could be because of annual leave requests.

	Total number temporary staffing shifts requested	Number of temporary shifts requested to fill registered staff gap	Total temporary shifts unfilled
PPH	2843	402	321
West Community Wards	563	171	121
East Community Wards	323	88	53
Campion	249	78	5

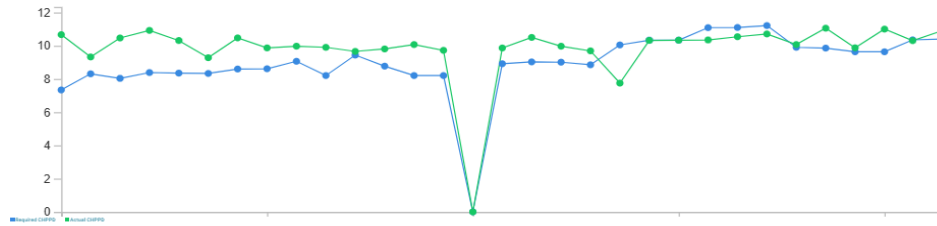
# Appendix

## Safecare Data for all Berkshire Healthcare Wards March 2026.

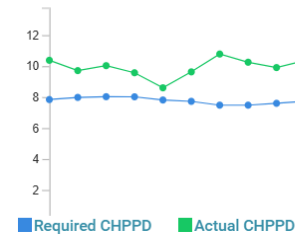
Prospect Park Hospital.

At PPH, all the wards have dedicated therapy resources which provide care to patients. There are also matrons and clinical development leads/charge nurses who are not included in the ward numbers or data below. There were some suboptimal staffing levels on all of the acute mental health wards on occasion, but available data demonstrated that the wards were safely staffed during February and staff are moved as necessary to cover shortfall. Bluebell ward data was much improved this month but there was some inconsistency with data collection on Orchid ward and Sorrel ward which accounts for the erratic data on occasion.

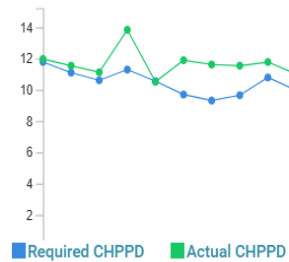
**Bluebell:**



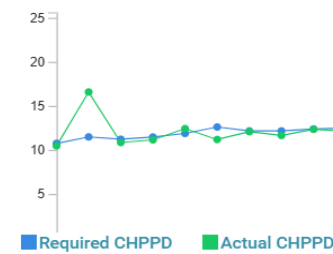
**Daisy:**



**Rose:**

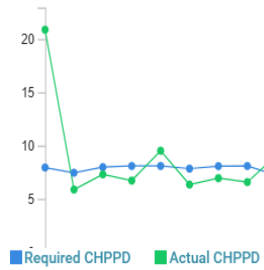


**Snowdrop:**

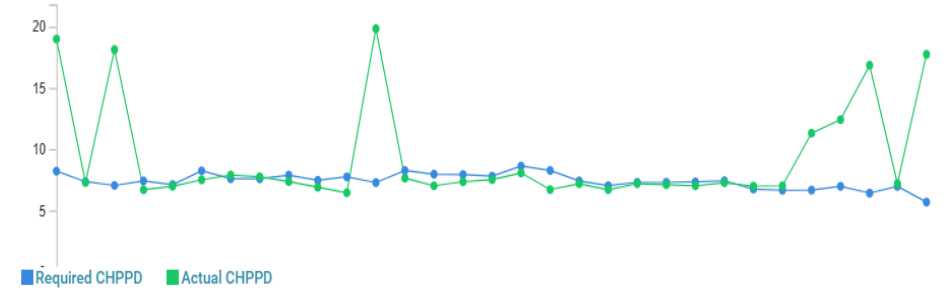




### Wokingham In Patient Unit:



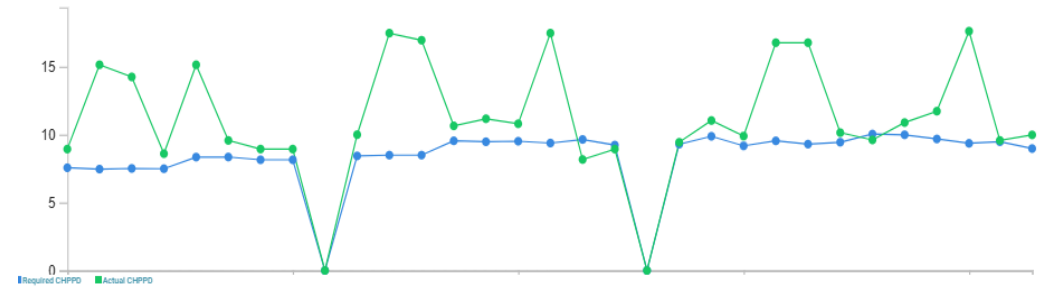
### West Berkshire Inpatient Unit:



### Henry Tudor Ward:

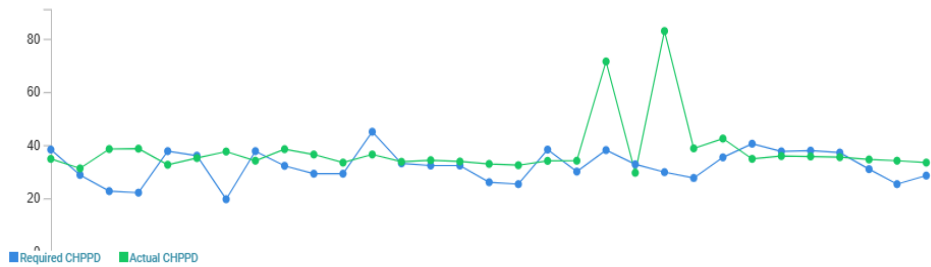


### Jubilee Ward:



### Campion Unit.

Campion unit staffing appears sufficient for the acuity of the patients, but some data is not optimal. As on the other in-patient wards, there are therapists and therapy assistants working on the wards who support the nursing staff but are not captured in the Safecare figures.



Ward	Vacancy			Sickness % Mat leave		No. of bank /agency used		Total available workforce		No. of shifts with less than 2 RN's	Occupancy (%)	Fill rate analysis (NQB)														Patient experience feedback				
	Budgeted workforce	RN	HCA	RN	HCA	RN	HCA	RN	HCA			Day Shift							Night Shift							Overall CHPPD	No. of incidents reported where moderate harm or	Patient experience scores (out of 5) lwGC	No. of complaints	RAG Rating
												% Fill rate Registered nurses.	Total monthly planned registered nurses	Total monthly actual hours registered nurses	Total monthly planned hours unregistered staff	Total monthly actual hours unregistered staff	% Fill rate unregistered nurses (including N/As)	% Fill rate Registered nurses.	Total monthly planned hours registered nurses	Total monthly actual hours, registered nurses	Total monthly planned hours unregistered staff	Total monthly actual hours, unregistered staff	% Fill rate unregistered nurses (including NAs)							
Bluebell	42.90	4.26	7.62	0.60	4.62	5.00	13.00	12.80	31.42	2	97.8	100.00	930	930	2325	2287.5	98.39	100.00	666.50	666.5	1333	1988.75	149.19	10.8	0	4.92	2			
Daisy	42.90	1.09	14.53	0.57	1.29	3.00	13.70	14.00	28.54	2	97.9	101.61	930	945	2325	2302.5	99.03	100.00	666.50	666.5	1333	1913.5	143.55	10.7	0	3.43	0			
Rose	42.90	-1.10	12.75	0.99 (1.05)	1.47	3.70	18.30	15.42	34.74	1	97.8	104.03	930	967.5	2170	2737.5	126.15	87.12	765.00	666.5	1333	2150	161.29	11.9	0	3.85	0			
Snowdrop	42.90	0.26	3.79	0.71	3.89 (0.51)	3.60	12.20	15.29	34.67	3	98.4	100.00	930	960	2325	2707.5	132.00	100.00	666.50	666.5	1333	2246.75	164.17	11.9	0	4.28	0			
Orchid	61.30	1.09	25.12	0.06	0.64 (0.52)	1.10	18.30	12.61	41.08	1	79.7	116.13	930	1080	2325	3630	156.13	100.00	666.50	666.5	1333	2934.75	220.16	15.2	0	3.39	1			
Rowan	61.30	1.26	17.74	0.06	2.96 (2.04)	1.50	18.70	12.84	45.02	0	75.8	104.84	780	825	2325	3787.5	162.9	100	666.5	666.5	1333	2666	200	17.3	0	4.67	0			
Sorrel	42.90	2.62	15.02	0.25	0.00	1.80	23.20	11.59	38.84	3	98.2	95.97	930	892.5	2325	3202.5	137.74	100.00	666.50	666.5	1333	2580	193.55	21.9	0	3.85	0			
Campion	33.00	-0.20	2.60	0.06	1.69 (1.01)	2.80	8.70	13.74	25.60	0	54.4	243.49	780	2114.5	1860	2932	157.63	200.00	333.25	666.5	1333	1424	106.83	54.0	0	4.82	0			
Donnington	64.30	-0.89	5.49	1.82 (1.04)	2.43 (2.63)	2.80	5.70	26.93	33.35	0	89	108.06	1095	1207.5	2557.5	2377.5	92.96	105.01	1007.50	1058	1333	1426	106.98	8.2	0	4.87	1			
Highclere										2	93	100.00	780	780	1162.5	1087.5	93.55	100.57	697.50	701.5	697.5	460	65.95	7.5	0					
Oakwood	41.70	4.54	6.42	1.11 (1.04)	2.63	1.30	6.30	12.41	21.15	0	94.1	100.00	1395	1395	2464.5	2409	97.75	100.00	713.00	713	806	794	98.51	7.7	0	4.82	0			
Ascot	55.80	2.31	4.39	1.62 (0.99)	1.73	3.70	9.50	25.08	32.88	0	99.4	110.94	713	791	1534.5	1212	78.98	100.00	713.00	713	821.5	784	95.44	6.9	0	4.82	0			
Windsor										0	96.2	90.37	1178	1064.5	1626.5	1558.5	95.82	100.00	713.00	713	790.5	793.5	100.38	6.4	0	4.82	0			
Henry Tudor	41.50	3.09	1.91	3.93	3.62 (0.62)	2.20	4.20	16.08	18.65	0	94	91.08	1395	1270.5	2092.5	1384	66.14	105.67	1023.00	1081	666.5	713	106.98	6.5	0	4.86	0			
Jubilee	35.40	5.40	6.28	0.85 (1.04)	0.11	2.80	6.70	9.91	21.31	0	89.9	76.67	930	713	1860	1721	92.53	100.00	713.00	713	713	1069.5	150.00	9.5	0	4.17	0			

## Community Nursing.

Across Berkshire, community nursing services use an Internal Escalation Triggers tool, where community nursing teams undertake a daily capacity assessment and the result from the capacity assessments are collated to allow an escalation process when services are unable to meet their commissioned service specifications. The daily capacity assessment produces a RAG rating, and this enables teams to move staffing resources accordingly.

The wider nursing services in attachment two inform the Trust board of the staffing position for the wider Nursing services across Berkshire Healthcare. Whilst there are no national tools available for other community services, we are able to provide and review information in relation to staffing against establishment, sickness absence, and generic organisational metrics related to quality such as incidents, complaints and patient experience.

		Vacancy		Sickness % Mat leave		No. of bank /agency used		Total available workforce		No. of Incidents reported where moderate harm or above was caused related to staffing	Patient experience feedback	
Ward	Budgeted workforce	RN	HCA	RN	HCA	RN	HCA	RN	HCA		Patient experience scores (out of 5) lwGC	No. of complaints
Sexual Health	17.55	-3.18	0.03	2.86	0.88	1.0	0.3	14.3	4.36	0	4.93	0
Community nursing Slough	35.8	3.77	0.3	2.39 (1.99)	1.19	0.0	0.0	21.2	6.21	0	4.94	0
Community nursing WAM	41.94	4.10	-4.22	4.72 (0.99)	1.03	0.3	0.3	17.38	19.07	0.00	4.95	0
Community nursing Bracknell	34.84	-0.98	-2.26	2.01	0.14	2.6	0.2	30.15	13.66	0.00	4.99	1
Community nursing Wokingham	42.92	2.71	-0.60	2.75 (1.45)	1.22	0.6	0.2	27.48	8.71	0.00	4.81	0
Community nursing Reading	48.64	4.08	-3.73	0.36 (2.98)	0.23	3.9	0.4	31.44	17.58	0.00	4.98	0
Community nursing West Berks (Newbury)	38.69	1.93	-4.73	3.72 (2.71)	0.14	2.0	0.2	26.91	15.79	0.00	5.00	0
UCR East	9.21	-0.56	0.00	0.56 (1.04)	0.00	0.3	0.0	8.47	0.00	0.00	4.93	0
UCR West	35.30	2.00	-2.00	2.72 (3.14)	0.07	2.6	0.0	20.84	11.54	0.00	4.82	0
CMHT Slough	9.80	0.00	0.00	3.73 (1.29)	0.23	2.9	0.0	8.87	-0.52	0.00	4.17	0
CMHT WAM	10.95	0.61	-1.00	0.32	0.00	0.1	1.0	9.12	3.00	0.00	4.67	0
CMHT Bracknell	13.83	-1.32	0.00	0.44	0.77	0.0	0.0	12.71	1.23	0.00	4.72	0
CMHT Wokingham	12.77	3.70	-1.00	1.31 (0.99)	0.00	2.0	1.0	8.67	0.70	0.00	3.49	0
CMHT Reading	19.24	3.65	0.00	3.14	0.09	0.0	0.0	6.99	5.97	0.00	3.33	0
CMHT West Berks	18.31	1.65	0.00	2.19	0.14	1.6	0.2	14.10	3.13	0.00	4.94	0
CCN East	10.61	-2.17	0.80	0.08 (0.99)	0.00	0.0	0.0	10.71	0.20	0.00	4.82	0
CCN West	8.11	4.62	-2.06	0.09	0.00	0.0	0.0	10.17	0.00	0.00	5.00	0
Phoenix	14.86	1.17	-0.07	0.39	0.26	0.0	0.0	4.35	5.73	0.00	4.92	0
HV Bracknell	19.32	1.10	-0.12	2.01 (0.63)	0.00	1.1	0.0	8.68	8.12	0.00	5.00	0
HV Wokingham	25.67	0.10	0.00	0.61 (0.81)	0.00	0.7	0.0	16.65	8.20	0.00	4.94	0
HV Reading	31.23	-1.46	0.95	0.95	0.00	0.0	0.6	23.54	7.85	0.00	4.94	0
HV West Berks	20.72	-1.32	-1.00	1.57 (0.77)	0.00	0.0	0.2	14.60	6.30	0.00	5.00	1
School nursing Bracknell	5.26	-3.14	-1.60	0.00	0.00	0.1	0.0	7.43	2.57	0.00	4.95	0
School nursing Wokingham	5.13	-1.83	-0.20	0.3 (0.99)	0.00	0.0	0.0	5.85	1.31	0.00	4.92	0
School nursing Reading	6.35	0.25	-1.75			0.2	0.0	4.61	2.84	0.00	4.82	0
School nursing West Berks	6.64	-0.43	0.40			0.0	0.0	5.61	0.46	0.00	4.92	0

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**Debbie Fulton.**

**Director of Nursing and Therapies 07/04/2026.**

