MEETING OF THE TRUST BOARD OF DIRECTORS -March 2021									
Safe Staffing Report for Fo Allied Health Professional	ebruary 2021 – Nursing, Mi s (AHP)	dwifery and	AGENDA ITEM:						
Report Author and Job Title:	Eileen Aylott, Assistant Director of Nursing Education and Workforce	Dr Hilary Lloyd Chief Nurse							
Action Required	Approve □ Discuss ⊠	Inform ⊠							
Situation	This report details nursing 2021	This report details nursing, midwifery staffing levels for February 2021							
Background	The requirement to publish monthly basis is one of the National Quality Board (20	e ten expectations							
Assessment	The percentage of shifts fi the trust is 98.7%, demons staffing.								
	Demand for critical care be areas to support continues for lack of supernumerary	s. There have bee	n no reported episodes						
	The highest risk to safe stand sickness for all staff gresulting in stretch staffing	roups and increas							
	Patients requiring CPAP on ward areas have maintained staffing levels of 1:2 – 1:4 with critical care outreach support. It is recognised that during COVID this stretch ratio has been required to enable critical care beds to be fully utilised for the significant numbers of level 3 patients.								
	Nursing and Midwifery Tui	nover for Februar	ry is currently 7.27%						
	Vacancy rate is 3.3% (96	whole time equiva	lents)						
	Monthly International RN reach month.	ecruitment continu	ues with 7 -12 arrivals						
	HCA rapid recruitment to a is well underway.	achieve a 0 vacan	cy by 31 st March 2021						
	Close monitoring and agile	e actions will be re	equired to mitigate risks.						
Recommendation	The Board of Directors are	e asked to note the	e content of this report						
Does this report mitigate risk included in the BAF or Trust Risk	BAF risk 5.1 Demographic careers, capacity and capamarket factors resulting in	ability of staff com	bined with employment						

Registers? please outline	and non clinical services	
Legal and Equality and Diversity implications	Care Quality CommissionNHS ImprovementNHS England	٦
Strategic Objectives	Excellence in patient outcomes and experience Drive operational performance Develop clinical and commercial strategies	Excellence in employee experience ⊠ Long term financial sustainability □

Nursing and Midwifery Workforce Exception Report February 2021

Safe Staffing Governance

Safer staffing is maintained through twice daily SafeCare (staffing review) meetings to address any immediate issues and put robust plans in place. All elements of safer staffing are discussed at the Workforce Group which meets three times weekly and are escalated to the Tactical/Strategic Group as required. A look forward to the week ahead on Mondays and the weekends on Fridays takes place with Associate Directors of Nursing and Clinical Matrons.

Staff movement takes place to ensure patient safety with Clinical Matron Huddles and Ward Manager Briefings utilised to ensure full communication of plans and to gain feedback from teams to inform decision making.

Planned staffing templates, using professional judgement are reviewed monthly and when patient pathways change and are included in this report as planned versus actual (Table 1 & 2)

Critical Care and Emergency Department Staffing are reviewed using a one week look back and a two week forward view to ensure patient safety. Redeployment of staff has taken place on a regular basis with 475 shifts/5304 hours logged via SafeCare showing staff transferring to ITU roster to support the COVID response.

Staff COVID unavailability is reported daily from the electronic roster data and is broken down by area and staff group.

COVID vaccination programme continues with over 48,000 doses administered through the James Cook and Friarage Hospital Hubs since December 2020.

Table 1 – Overall UNIFY fill Rate based on planned vs worked hours for February 2021

		November 2020	December 2020	January 2021	February 2021
	RN/RMs (%) Average fill rate - DAYS	91.2%	91.1%	95.1%	93.6%
Rate	HCA (%) Average fill rate - DAYS	93.1%	96.2%	96.4%	94.2%
8	NA (%) Average fill rate - DAYS	100.0%	100.0%	100%	100%
∄	TNA (%) Average fill rate - DAYS	100.0%	100.0%	100%	100%
rd	RN/RMs (%) Average fill rate - NIGHTS	99.1%	99.3%	98.7%	95.5%
Ward	HCA (%) Average fill rate - NIGHTS	103.9%	101.7%	109.3%	104.6%
rall V	NA (%) Average fill rate - NIGHTS	100.0%	100.0%	100%	100%
era	TNA (%) Average fill rate - NIGHTS	100.0%	100.0%	100%	100%
Over	Total % of Overall planned hours	98.5%	98.5%	99.9%	98.7%

The latest published Care Hours per Patient Day (CHPPD) for Nursing, Midwifery and AHP on the Model Hospital was in December 2020 and was 11.3 against a Peer of 9.8 and a National of 9.2. Higher number of hours of care per patient is good.

Table 2 provides details by ward and these are overlaid with bed occupancy and nurse sensitive indicators to triangulate data.

Nursing and Midwifery Planned Vs Actual hours % and Care Hours Per Patient Day

Wards	Physical Bed Capacity	Open Bed Capacity	Occupied Bed No Feb 2021	Total CHPPD	Average fill rate - Days RN/ Midwives (%)	Average fill rate - Days HCA (%)	Average fill rate – Days Reg Nursing Associates (%)	Average fill rate – Day Trainee Nursing Associates (%)	Average fill rate - Night RN/ Midwives (%)	Average fill rate - Night HCA (%)	Average fill rate – Night Reg Nursing Associates (%)	Average fill rate - Night Trainee Nursing Associates (%)	Reason for exception (when less than 80%)
Ward 2 AAU (Short Stay Staff)	28	28	18	8.7	129.9%	78.1%	100.0%	-	126.3%	92.8%	100.0%	-	Bed occupancy reduced by 10 beds in February
Ward 3	28	27	20	8.4	106.5%	93.7%	-	100.0%	91.9%	102.0%	-	-	
JC04	21	21	19	7.7	106.4%	100.9%	-	-	73.8%	120.6%	-	-	Bed occupancy reduced by 2 beds in February. Planned 3 RN working 2 (1:9 Ratio) with HCA support
JC06 Gastro	30	30	22	7.0	113.2%	106.2%	-	-	89.2%	159.8%	-	-	
Ward 7 Colo	30	30	18	6.4	114.9%	96.9%	-	100.0%	94.8%	96.6%	-	-	
Ward 8	30	30	21	7.5	111.2%	104.6%	100.0%	100.0%	85.6%	140.7%	100.0%	100.0%	
JC09	28	28	17	10.8	103.5%	82.3%	100.0%	-	105.3%	98.8%	-	-	
Ward 10 (Short Stay RAFAU Staff)	27	27	16	7.7	109.6%	131.1%	-	-	117.9%	100.7%	-	-	
OPM (Ward 11)	28	28	23	8.6	130.3%	120.4%	-	-	97.1%	119.2%	-	-	
Ward 12 (JC25 Elective Ortho Staff)	26	20	18	8.5	95.6%	116.7%	-	-	77.0%	99.2%	-	-	Bed occupancy reduced by 8 beds in February. Planned 4 RN worked 3 (1:6 ratio)
JC14 Oncology Staff	23	21	12	10.0	103.4%	89.4%	-	100.0%	99.6%	99.8%	-	-	
JC24	23	23	19	9.1	103.5%	125.7%	100.0%	-	97.2%	162.7%	100.0%	-	
Ward 25 (Ward 5 Surgery Staff)	21	21	7	16.3	103.9%	57.2%	-	100.0%	75.0%	35.7%	-	-	Bed occupancy reduced by 14 beds in February. Planned 3 RN worked 2 (Ratio 1:4 ratio)
JC26	18	18	16	7.6	101.2%	94.5%	-	-	100.0%	98.3%	-	-	
JC27 Neuro Staff	15	15	13	14.1	148.1%	257.9%	-	-	100.0%	157.9%	-	-	
JC28	30	30	20	8.0	98.2%	86.3%	-	-	98.2%	105.8%	-	-	
JC29	27	27	22	9.3	120.4%	126.2%	100.0%	-	115.8%	176.8%	100.0%	-	
Cardio MB	9	9	6	8.8	96.4%	132.1%	-	-	96.4%	-	-	-	
JC31 Vas	35	26	22	7.3	150.5%	127.7%	100.0%	-	136.4%	135.3%	100.0%	-	
JCCT (Ward 32)	22	21	19	7.6	111.8%	99.2%	-	-	100.0%	112.3%	-	-	
JC33 Specialty	19	19	17	7.7	93.8%	97.9%	-	-	71.5%	69.2%	-	-	Bed occupancy reduced by 2 beds in February. Planned 3 RN working 2 (1:9 Ratio)
JC34	34	34	28	7.4	121.1%	93.3%	-	100.0%	95.2%	112.7%	-	-	

26	26	21	8.1	97.1%	109.3%		_	78.7%	115.6%	_	_	Bed occupancy reduced by 5 beds in February. Planned 3 RN
20	20	21	0.1	37.170	103.370			70.770	113.070			working 2 (1:11 ratio) with additional HCA support
34	34	28	6.9	96.5%	117.9%	-	100.0%	97.5%	122.4%	-	100.0%	
32	32	41	42.0	94.0%	102.1%	-	-	92.4%	78.7%	100.0%	-	
8	8	8	27.2	67.0%	92.9%	-	-	62.9%	100.0%	-	-	Planned for 12 RN day and night working 10 during the day and 9 overnight to flex around level 2/3 patient requirement
10	10	5	22.3	101.5%	96.4%	-	-	98.7%	89.3%	-	-	
8	8	5	21.8	93.6%	120.2%	100.0%	100.0%	111.3%	101.5%	100.0%	100.0%	
27	27	14	9.5	102.4%	123.3%	-	100.0%	130.4%	107.3%	-	100.0%	
26	27	20	7.1	102.4%	123.3%	-	100.0%	130.4%	107.3%	-	100.0%	
0	0	0	-	-	-	-	-	-	-	-	-	Closed
17	15	8	16.5	78.9%	72.9%	-	-	100.0%	90.8%	-	-	Bed occupancy reduced by 7 in February. Planned 3 RN working 2 (1:4 ratio)
18	18	8	11.6	75.2%	59.2%	-	-	97.9%	135.7%	-	-	Bed occupancy reduced by 10 in February. Planned 3 RN working 2 (1:4 ratio)
31	29	24	8.8	92.0%	87.8%	-	-	77.7%	114.2%	-	-	Bed occupancy reduced by 5 in February. Planned 4 RN working 3 (1:8 ratio)
30	30	16	8.6	71.3%	68.6%	-	-	71.6%	76.9%	-	-	Bed occupancy reduced by 14 in February. Planned 4 RN day and 3 nights working 3 and 2 (1:3 and 1:4 ratio)
25	25	10	16.7	71.2%	92.9%	-	-	71.4%	63.1%	-	-	Bed occupancy reduced by 15 in February. Planned 6 RN day and night working 4 (1:4 ratio)
17	17	4	21.4	88.0%	49.6%	-	-	81.5%	38.4%	-	-	Bed occupancy reduced by 13 in February.
-	-	4	70.2	95.4%	53.7%	-	-	97.1%	94.8%	-	-	
35	35	15	21.0	82.4%	125.0%	-	-	82.3%	-	-	-	Bed occupancy reduced by 20 in February.
6	6	0	155.2	46.4%	96.3%	-	-	41.1%	-	-	-	Less than 1 patient on average Staff supporting Critical Care
-	-	27	6.8	87.4%	65.1%	-	-	89.8%	87.8%	-	-	Bed occupancy reduced by 7 in February. Planned 3 RN working 2 (1:4 ratio)
-	-	3	15.7	53.2%	88.1%	-	-	53.6%	-	-	-	Average of 3 patients at midnight during February
-	-	1	112.4	69.3%	62.3%	-	100.0%	200.0%	96.4%	-	-	Average 1 patient at midnight during February
24	24	22	9.0	93.3%	69.4%	-	-	99.1%	90.5%	-	-	
14	14	9	15.5	71.6%	49.7%	-	-	80.4%	-	-	-	Bed occupancy reduced by 5 in February. Planned 8 RN working 6
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Ward 9 now has two Respiratory Support Bays and two side wards (10 beds). During February there have been significant numbers of patients requiring admission to these beds to be supported on Continuous Positive Airway Pressure (CPAP) to release critical care beds for level 3 patients. Faculty of Intensive Care Medicine (FICM) and The British Thoracic Society (BTS) recommend a 1:2 to 1:4 nursing model, provision for 1:2 care for acutely unwell patients. However, it is recognised that in the present pandemic the ratio of 1:2 is not always achievable.

During the month of February 2021 Ward 9 maintained staffing ratio of 1:2 RNs for level 2 patients on all but one day shift were a 1:4 RN staffing ratio was achieved with two Assistant Practitioners (Band 4) experienced in NIV supporting the ward. Night shifts maintained staffing ratios of 1:2 for 17 nights and 1:4 RNs for 11 nights.

The emergency department continues to require 18 RNs during the day as building work takes place. Beta testing of the new ED Safer Nursing Care Tool (national project) has been undertaken and results are awaited to allow for an establishment review to be undertaken. An A&E transfer team has been implemented during COVID surge and requires review as we emerge into business as usual.

80 third year adult and 13 child branch student nurses have joined the workforce for the second time on an 11 week paid placement from 8th February 2021 to support practice. This activity has increased the fill rates for HCAs across most areas.

NHSP (Staff Bank) pay rates have been increased over the winter and will remain in place until the end of April. A small number of agency nurses worked in Critical Care, A+E and Theatres. A Care Support Worker (CSW) Programme has increased the HCA bank by 27 in February.

Nurse sensitive indicators report February 2021

Ward/Area Name	New or Deteriorati ng PU 2's	New or Deteriorati ng PU 3's	Medicatio n Incidents	Falls	Complaint s	Inpatient Survey 1000 voices	Reported Serious Incidents	
	(Inpatient)	(Inpatient)				Voices		
A&E JCUH	1	0	5	2	1	-		
CARDIO HIGH DEPENDENCY UNIT	0	1	1	0	0	8.61		
AINDERBY WARD FHN	1	0	1	1	1			
CLINICAL DECISIONS UNIT FHN	1	0	2	3	0	9.45		
ROMANBY WARD FNH	3	0	0	6	0	-		
WARD 2 COVID	1	0	4	3	1			
WARD 3	3	0	1	10	0	9.34		
WARD 4	8	0	0	6	0	-		
WARD 5	0	0	0	0	0	-		
WARD 5 COVID	1	0	0	0	0	_		
WARD 6	1	2	0	2	1	9.88		
WARD 7	0	1	1	2	0	-	1 PU (3)	
WARD 8	1	0	0	5	1	_	2:0(0)	
WARD 9	2	0	1	1	0	8.73		
WARD 10	0	1	0	4	0	9.35		
WARD 12	1	0	0	5	1	-		
WARD 14	1	0	1	0	0	-		
WARD 17	1	0	0	0	0	8.99		
ANTENATAL WARD	0	0	0	0	0	-		
WARD 21	0	0	0	0	0	9.44		
WARD 22	0	0	0	0	0	9.73		
WARD 24	5	0	0	4	0	9.91		
WARD 25	0	0	1	0	0	9.42		
WARD 26	0	0	0	2	0	8.52		
WARD 27	0	0	0	2	0	8.68		
WARD 28	0	0	2	14	0	-		
WARD 29	4	0	2	4	1	-		
WARD 31	2	1	0	10	0	-	1 PU (3)	
WARD 32	1	0	1	2	0	9.08	, ,	
WARD 33	0	0	2	5	0	9.13		
WARD 34	5	1	2	11	1	8.37	1 PU (3)	
WARD 35	2	0	0	4	0	9.03	, ,	
JCUH ACUTE MED UNIT WARD								
37	2	0	1	6	0	-		
JCUH CORONARY CARE UNIT	0	0	0	1	0	10.00		
JCUH CENTRAL DELIVERY SUITE	0	0	3	0	0	-		
JCUH MATERNITY ASSESSMENT								
UNIT	0	0	0	0	0	-		
GENERAL HIGH DEPENDENCY								
UNIT	21	0	2	0	0	-		
GENERAL ICU2	6	1	2	0	1	-		
GENERAL ICU3	6	0	3	0	0	-		
CARDIOTHORACIC ITU	2	0	0	0	0	-		
JCUH SPECIAL CARE BABY UNIT	0	0	6	0	0	-		
SPINAL INJURY HDU	0	0	1	4	0	-		
JCUH TRAUMA OPD	0	0	0	0	0	-		
NEURO HIGH DEPENDENCY								
UNIT	0	0	0	0	0	9.22		
WARD 1	6	0	0	1	0	-		
RICHMOND FRIARY VICTORIA								
WARD	0	0	0	0	0	9.29		

RUTSON FHN	2	0	1	3	0	7.86	
RPCH ZETLAND WARD	0	0	3	5	0	-	
EAST CLEVELAND TOCKETTS							
WARD	0	0	0	1	0	9.01	

Both pressure ulcers and falls have increased with 3 Serious Incidents (SI) being reported in February for grade 3 pressure ulcers on wards 7, 31 and 34. Staffing does not appear to be a contributing factor but will be examined as part of the panel reviews.

Pressure ulcers in Critical care have remained high due to acuity of patients and proning of patients for respiratory support. Most beds have been utilised by level 3 patients across ITU and GHDU.

A pressure ulcer collaborative is being planned to refocus pressure ulcer activity and prevention as this has demonstrated positive reduction in the past.

Red flag reporting February 2021

Red flags	Early	Late	Long Day	Night	Night Duty	Grand Total
AMBER Beds Open					1	1
Delay in providing pain relief		1		1		2
Less than 2 RNs on shift	1			4	1	6
Missed 'intentional rounding'	1			3		4
RED Beds Open		1				1
Shortfall in RN time	13	9	2	16		40
Vital signs not assessed or recorded				3		3
Grand Total	15	11	2	27	2	57

A total of 57 red flags were reported during February with shortfall of RN being the most common (40). No wards were left with less than two RN's on duty at any time as these flags were resolved by Matrons or patient flow.

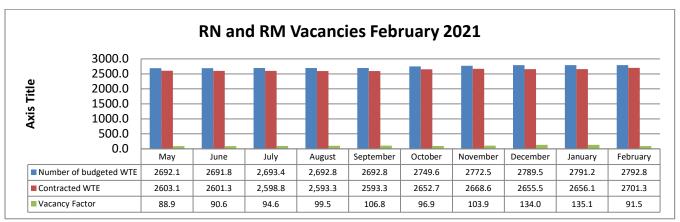
Retrospective red flags have been raised for missing intentional rounding, delays in pain relief and missing vital signs. These can be due to short periods of increased acuity and dependency and should be datix if likely to cause patient harm.

There were 9 Datix reported related to staffing mostly overnight when wards were at stretched ratios. No patient harm related incidents reported within these.

Vacancy and Turnover

The total current nursing and midwifery vacancy rate for all nursing and midwifery staff is currently at 3.3% at the end of February 2021 this equates to 91.5 WTE (Figure 1).

<u>Figure 1 Registered Nursing and Midwifery Vacancy Rate</u>

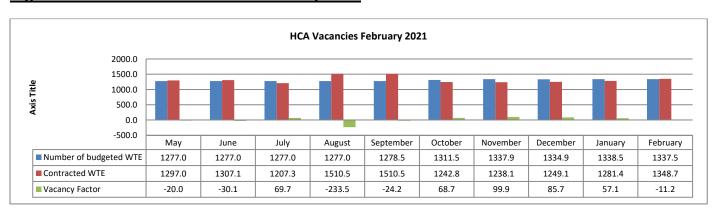


The reduction in vacancies is due to recruitment of student qualifying in January and international recruitment which continues with our NHS Professionals partners with nurses arriving from India and the Philippines monthly. Bids to support our international recruits have been successful and will support the extra processes involved in on-boarding and pastoral support. A number of these are critical care nurses with 6 deploying to ITU in February/March.

The Observed Structured Clinical Exam (OSCE) dates have been delayed due to the significant numbers of nurses nationally accessing these exams to gain entry on to the Nursing and Midwifery (NMC) Register. To support Trusts the NMC have offered temporary COVID19 Pin Numbers to these nurses to allow them to work as band 5 nurses whilst awaiting exam dates. Extra pastoral care is in place to support this extended period and help with transition to UK working.

A third Practice Placement Facilitator post has been advertised as part of successful placement expansion funding with Health Education England to support students being placed on our eroster. This process has already begun with the students currently on paid placements and the BSc Trust students and is working well for ward managers who can put individuals onto their rosters and improve visibility via SafeCare.

Figure 2 - Health Care Assistant Vacancy Rate



Health Care Assistant (HCA) vacancy rates are showing as over recruited by 11.2 WTE at the end of February 2021 (Figure 2). This may be due to student nurses who are now on short term paid placements as part of the national COVID response.

Rapid HCA recruitment centres have taken place during February and more are planned for March to ensure a 0% vacancy rate is achieved by 31st March, and ambition set by NHSE/I. Weekly returns are being submitted to NHSE/I to monitor progress and we are in discussion with Redcar College to provide a care certificate programme to run alongside Trust induction for these new staff members.

Nineteen Nursing Associates (Band 4 NMC Registered) and Assistant Practitioners (Band 4) have commenced a top up degree with Teesside University and the Open University and will complete in 18 month – 2 years dependent on the chosen route to become Registered Nurses.

Twenty HCAs will commence the 4 year Pre-Registration BSc Apprenticeship at the end of March 2021, working part time whilst studying a nursing degree. Two Clinical Placement Facilitators have been appointed to support this group in practice. They will ensure placements are arranged alongside our traditional student cohorts, ensuring that placements are staggered and teams are not overwhelmed by the increased numbers of learners in practice.

Monies have also been secured through NHSE/I to assist HCAs who have an international nursing qualification to undertake an English language programme and take the OET (English Language Exam) required by the NMC to progress to NMC application. One HCA from ward 34 has already passed and has joined our OSCE programme. This is a fantastic achievement and it has been a very long wait for progression for this group of staff but great to be able to 'grow our own' as we are now doing with our APs.

Nursing and Midwifery Turnover

Turnover for February 2021 was 7.27% which is significantly lower than the National average. Very little movement of staff has taken place during COVID.



Conclusion

During February nurse and midwifery staffing has mostly matched the acuity and dependency of the patients within agreed stretch staffing ratios. The highest impact on staffing continues to be COVID self-isolation and sickness and increased COVID activity resulting in stretch staffing ratios at times.

Demand for critical care beds remained high with ongoing additional staffing support required. There have been no reported episodes for lack of supernumerary co-ordinators during February 2021.

Student nurses coming into paid placements have given us the opportunity to maintain safe staffing levels.

Monthly International RN recruitment continues with 7 -12 arrivals each month and HCA rapid recruitment to achieve a 0% vacancy by 31st March 2021 is well underway.