

Report to:	Board of Directors	Date:	26 June 2017
Subject:	Safe Staffing report		
Report of:	Director of Nursing and Midwifery	Prepared by:	Deputy Director of Nursing and Midwifery (Acting)

REPORT FOR APPROVAL

Corporate objective ref:	----	Summary of Report The report provides an overview by exception of actual versus planned staffing levels for the month of June 2017. Key points of note are as follows; Average fill rates for Registered Nurses (RN) is 92.5% on day duty and 95.1% on night duty in month. Average Care Staff rates remains above 100% to support Registered Nurse rates. The Board is asked to note the contents of this report which highlights six areas in Medicine with sub optimal R N staffing levels, two areas in Surgery & Critical Care and one in Child & Family.
Board Assurance Framework ref:	----	
CQC Registration Standards ref:	----	
Equality Impact Assessment:	<input type="checkbox"/> Completed <input type="checkbox"/> Not required	

This subject has previously been reported to:	<input type="checkbox"/> Board of Directors <input type="checkbox"/> Council of Governors <input type="checkbox"/> Audit Committee <input type="checkbox"/> Executive Team <input type="checkbox"/> Quality Assurance Committee <input type="checkbox"/> FSI Committee	<input type="checkbox"/> Workforce & OD Committee <input type="checkbox"/> BaSF Committee <input type="checkbox"/> Charitable Funds Committee <input type="checkbox"/> Nominations Committee <input type="checkbox"/> Remuneration Committee <input type="checkbox"/> Joint Negotiating Council <input checked="" type="checkbox"/> Other
Attachments		

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1	INTRODUCTION											
1.1	<p>As part of the ongoing monitoring of staffing levels, this paper presents to the Board of Directors a staffing report of actual staff in place compared to staffing that was planned, for the month of June 2017. Work-streams to support safe staffing continue, with a monthly Safe staffing group chaired by the Director of Nursing and Midwifery.</p> <p>The Board of Directors is asked to note the contents of this report.</p>											
2.	BACKGROUND											
2.1	<p>NHS England is not currently RAG (Red, Amber and Green) rating fill rates. A review of local organisations shows that fill rates of 90% and over are adopted with exception reports provided for those areas falling under this level.</p> <table><tr><td>June 2017</td><td>DAY</td><td>NIGHT</td></tr><tr><td>RN/RM Average Fill Rate</td><td>92.5% ↓</td><td>95.1% ↑</td></tr><tr><td>Care Staff Average Fill Rate</td><td>105.1% ↓</td><td>113.9% ↓</td></tr></table>			June 2017	DAY	NIGHT	RN/RM Average Fill Rate	92.5% ↓	95.1% ↑	Care Staff Average Fill Rate	105.1% ↓	113.9% ↓
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3.1	<p>Medicine</p> <p>The medicine business group is continuing to experience significant RN staffing issues on day duty. In June 2017, 6 wards reported sub-optimal RN staffing levels; of these, 1 ward reported between 80% and 90% RN levels, 5 wards report between 65% and 79% RN levels. Care staff has been increased to support the wards.</p>											
3.2	<p>Surgery and Critical Care</p> <p>D1 and M4 report less than 90% Registered Nurse staffing levels. Care Staff have been increased to support Safe Staffing.</p>											
3.3	<p>Community</p> <p>The Community Unit continues to rely mainly on temporary Nurses from NHSP and Agencies to provide care to the service users in the 16 bedded unit. Therapists and Health Care Assistants have been recruited.</p> <p>District Nursing, as part of the Stockport Together service modelling, transformation and Business Case development a five year workforce plan for Integrated Neighbourhood Teams (GPs, Social Workers and District Nurses) sees a significant additional investment in non-registered staff, Band 3 and Band 2, over the next two years. To date in 2017/18, an additional 1wte x Band 3 and 1wte x Band 2 staff have been recruited to each of the eight Neighbourhood Integrated Teams.</p> <p>Additional investment was secured from Stockport Clinical Commissioning Group for an extra 5wte Band 5 posts from April 2017 and posts are being funded as these vacancies are recruited to.</p> <p>The number of Band 6 Caseload/Community Specialist Practitioner vacancies remains a challenge to the service; 6.73wte day time vacancies out of a 22.06wte establishment (30.51%).</p> <p>Additional Band 5 Staff nurses are being recruited to temporarily support the Band 6 deficit, however as permanent Band 5 vacancies become available staff are transferring in to these posts. In May the day time service had an overall shortfall of Band 6 and Band 5 nurses of 4.33wte.</p> <p>Funding has been secured from Education England North and five Band 5 staff have been successful in applying for a secondment on the student Community Specialist Practitioner programme in September 2017. (Education England North provides backfill for these nurses).</p>											
3.4	<p>Child and Family</p> <p>Neonatal day duty continues to report below 90% which is sub-optimal. This is being closely monitored by the Business Group. Safe Staffing is maintained by managing acuity and capacity within their networks across Greater Manchester. Treehouse is now reporting staffing levels above 90%.</p>											
3.5	<p>Recruitment and Retention</p> <p>An open day on 15th July is scheduled. Enquiries, applications this month are half of those of previous months.</p> <p>EU Skype has also declined.</p> <p>We anticipate 4 nurses due to arrive from India on 21st July.</p> <p>Medicine reports 73wte RN vacancies with 37wte offers in place , however these are not factored in until we are sure recruits will start (many students accept 4 offers at any one time).With long term sick , maternity and other factors the total impact on medicine remains at 94wte vacancies .</p>											

	<p>Care Support staff are +10wte over establishment to support the RN deficit, with a further 40 in the pipeline. Care Support recruitment has been stopped until September 2017 but this needs to be kept under close review to ensure winter staffing resilience.</p> <p>The two adaptation courses (converting Band 2 Care Staff registered in their country of origin to Band 5) are continuing. One third is failing to attend or complete the required level of self-directed study to attain a pass rate and 6 have now come off the course. Selection processes will be strengthened for cohort 3 and 4 to improve these rates. .</p>																												
3.6	<p>Care hours per patient day (CHPPD)</p> <p>Of note the care hours per patient day is 7.9 in the month.. The care hours calculate the total amount of nursing (Registered and care staff) available during a month divided by the number of patients present on the inpatient areas at midnight. This gives an overall average for the daily care hours per patient day.</p>																												
3.7	<p>Temporary Staffing</p> <table><tr><td>We continued to book off-framework agency in June 2017 for the Medicine Business Group. The total percentage of temporary staffing on the wards is 4.4%. The overall total which includes all nursing staff areas is 3.6%.</td><td>JUNE 17</td><td>MAY 17</td><td>APR 17</td><td>MAR 17</td><td>FEB 17</td><td>JAN 17</td></tr><tr><td>Medicine, ED and Wards Registered Nurse temporary staffing</td><td>17%</td><td>17%</td><td>18%</td><td>21%</td><td>18%</td><td>17%</td></tr><tr><td>Surgery & Critical Care Registered Nurse temporary staffing</td><td>9%</td><td>9%</td><td>8%</td><td>12%</td><td>11%</td><td>12%</td></tr><tr><td>ED Registered Nurse temporary staffing</td><td>18%</td><td>17%</td><td>19%</td><td>27%</td><td>26%</td><td>23%</td></tr></table>	We continued to book off-framework agency in June 2017 for the Medicine Business Group. The total percentage of temporary staffing on the wards is 4.4%. The overall total which includes all nursing staff areas is 3.6%.	JUNE 17	MAY 17	APR 17	MAR 17	FEB 17	JAN 17	Medicine, ED and Wards Registered Nurse temporary staffing	17%	17%	18%	21%	18%	17%	Surgery & Critical Care Registered Nurse temporary staffing	9%	9%	8%	12%	11%	12%	ED Registered Nurse temporary staffing	18%	17%	19%	27%	26%	23%
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4	<p>RISK & ASSURANCE</p>																												
4.1	<p>Sub-optimal Registered Nurse levels are reported with a continued reliance on bank and agency staff, which has contributed to a day duty overall coverage of above 90% with 8 wards and 1 child and family area reporting below optimum levels.</p> <p>Daily safety huddles and continuous support by the Heads of Nursing and Matrons, site managers, Senior Nurse Managers and Executives continues to address this.</p>																												
5.	<p>CONCLUSION</p>																												
5.1	<p>There is continued pressure on the Registered Nurse staffing levels across the wards and in particular in Medicine. Every effort is being made to provide sufficient numbers of staff to support the wards and departments.</p>																												
6.	<p>RECOMMENDATIONS</p>																												
6.1	<p>The Board is asked to note the contents of the report</p>																												

Appendix A – Previous months staffing fill rates

May 2017	DAY	NIGHT
RN/RM Average Fill Rate	92.8% ↑	94.8% ↓
Care Staff Average Fill Rate	105.7% ↓	123.7% ↑

April 2017	DAY	NIGHT
RN/RM Average Fill Rate	91.9% ↑	95.0% ↔
Care Staff Average Fill Rate	106.0% ↑	117.6% ↓

March 2017	DAY	NIGHT
RN/RM Average Fill Rate	89.0% ↓	95.0% ↓
Care Staff Average Fill Rate	103.0% ↑	118.7% ↑

February 2017	DAY	NIGHT
RN/RM Average Fill Rate	90.80% ↓	96.1% ↔
Care Staff Average Fill Rate	101.7% ↑	116.4% ↓

Jan 2017	DAY	NIGHT
RN/RM Average Fill Rate	91.2% ↓	96.1% ↑
Care Staff Average Fill Rate	100% ↓	117.5% ↑

Dec 2016	DAY	NIGHT
RN/RM Average Fill Rate	93.3% ↓	95.7 % ↓
Care Staff Average Fill Rate	100.5% ↑	110.4% ↓

NOVEMBER 2016	DAY	NIGHT
RN/RM Average Fill Rate	93.4% ↑	97.3% ↑
Care Staff Average Fill Rate	99.3% ↓	115.4% ↓

OCTOBER 2016	DAY	NIGHT
RN/RM Average Fill Rate	93.0% ↑	95.6% ↑
Care Staff Average Fill Rate	101.3% ↓	119.4% ↑

SEPTEMBER 2016	DAY	NIGHT
RN/RM Average Fill Rate	92.4% ↑	95.5% ↑
Care Staff Average Fill Rate	101.7% ↓	116.9% ↓

AUGUST 2016	DAY	NIGHT
RN/RM Average Fill Rate	91.9% ↑	95.3% ↓
Care Staff Average Fill Rate	103.6% ↓	117.2% ↓

JULY 2016	DAY	NIGHT
RN/RM Average Fill Rate	90.5% ↓	96.6 % ↑
Care Staff Average Fill Rate	104.9% ↑	117.9% ↑

June 2016	DAY	NIGHT
RN/RM Average Fill Rate	91.1% ↓	95.7 % ↑
Care Staff Average Fill Rate	103.6% ↓	114.3% ↓

