

Document Title:	Trust Assurance Report Section 5: Director of Nursing/Chief Operating Officer
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Safer Staffing Monthly Exception Report

Summary

This is the safer staffing report for publication of November 2014 data, on both the NHS Choices website and the Trust's website.

The report details monthly planned (our budgeted and expected staffing) against actual nursing staff fill rates for registered and unregistered nurse staffing, by day and night shifts; no other professional group of staff is to be included.

Trust Boards are to receive this published data monthly, advised, by exception, of those wards where staffing levels fall short of planned numbers. The report details cause and effect and the actions planned to address the shortfall.

The November data demonstrates an overall improvement in fill rates with red rated units decreasing to 2

Overall fill rates for inpatient areas remains consistent at over 110% (Table 2)

Fill rates for registered nurses in the day shows an overall continuing improvement from May – November (Table 2)

Fill rates for registered nurses at night have reached the 100% target during October and is maintained during November (Table 2)

The overall day fill rates for the Trust are moving towards the target for registered and unregistered staff (Table 2a)

Key Reporting Issues

The ongoing development of this report and limitation of electronic systems necessitates a degree of manual collection and manipulation of data.

The monthly reporting requirements set out by the National Quality Board dictate that there is a very narrow timeline for data to be validated and submitted for publication.

Recommendation

The Trust Board is asked to:

- Endorse the Safe Staffing Exception Report

November Data Reporting

There has been no national requirement to RAG rate this data in respect of any shortfalls, or indeed any oversupply, although further guidance on this and tolerance rates are expected in due course.

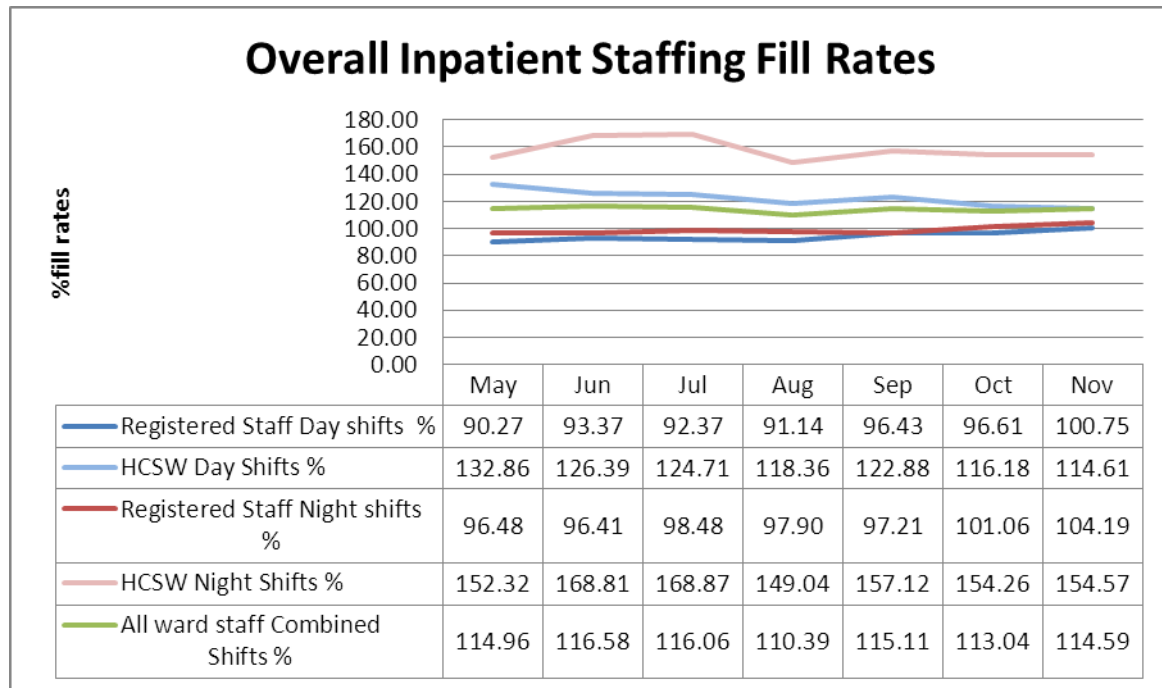
Internal RAG rating	
Red	0-80%
Amber	80-90%
Green	> 90%

Table 1 - Nurse Staffing Fill Rates by Ward and by Grade Type: November 2014

Ward	Speciality	Day		Night		Number of Beds per Ward	% Bed Occupancy (Excluding leave)
		Average Fill Rate - Registered Nurses (%)	Average Fill Rate - Care Staff (%)	Average Fill Rate - Registered Nurses (%)	Average Fill Rate - Care Staff (%)		
Newport House	Forensic	81.61	123.12	117.53	133.89	8	100
Ashley House	Forensic	91.71	105.00	107.07	95.69	13	97.7
Radford House	Forensic	107.39	174.63	176.92	113.29	16	100
Norton House	Forensic	115.77	81.99	106.88	100.22	12	91.4
Ellesmere House	Forensic	83.18	157.51	92.10	117.42	12	100
IFOR Willow Shrops	Forensic	85.31	91.31	103.26	113.10	20	96.5
IFOR Yew	Forensic	99.31	85.10	109.56	101.67	12	100
Oak House	LD	86.15	80.12	108.82	101.71	10	60.3
Brockington	M&B	106.58	145.89	160.36	322.81	9	67.5
Kinver	ED	92.59	114.32	89.63	311.44	14	92.8
IDEM Holly Redwoods	AMH	107.04	89.69	100.90	144.02	17	97.9
IDEM Oak Redwoods	AMH	107.68	81.01	97.49	127.65	17	98.5
IFNCT Birch Redwoods	AMH	99.40	108.00	105.91	195.91	18	90.8
IFNCT Laurel Redwoods	AMH	100.23	144.20	106.02	227.20	17	95.2
IFNCT Pine Redwoods	AMH	97.08	80.78	102.73	213.79	17	90.6
IRER Rehab Rec Shrop T/W	AMH	88.11	103.98	100.00	100.76	15	80.7
Baswich	AMH	118.12	102.25	103.77	122.78	13	89.7
Brocton	AMH	96.48	128.78	66.48	203.04	22	91.3
Bromley	AMH	92.98	126.33	98.94	107.69	15	93.1
Chebsey House	AMH	118.81	80.32	101.24	106.22	21	93.2
Norbury	PICU	115.24	240.09	104.10	308.30	14	91.1
IAMH George Bryan Tamworth	AMH	114.96	100.16	101.59	211.23	21	95.8
ISFOP George Bryan Tamworth	AMH	117.80	120.47	96.42	101.93	13	95.3
ISS Inclusion Bham Tier 4	Sub M	124.67	58.44	100.36	100.87	18	90.5

Bed occupancy data has been added to the Nurse Staffing Fill Rate data table to give a more detailed picture of decisions around staffing levels and to determine if there is any correlation between occupancy and fill rates.

Table 2



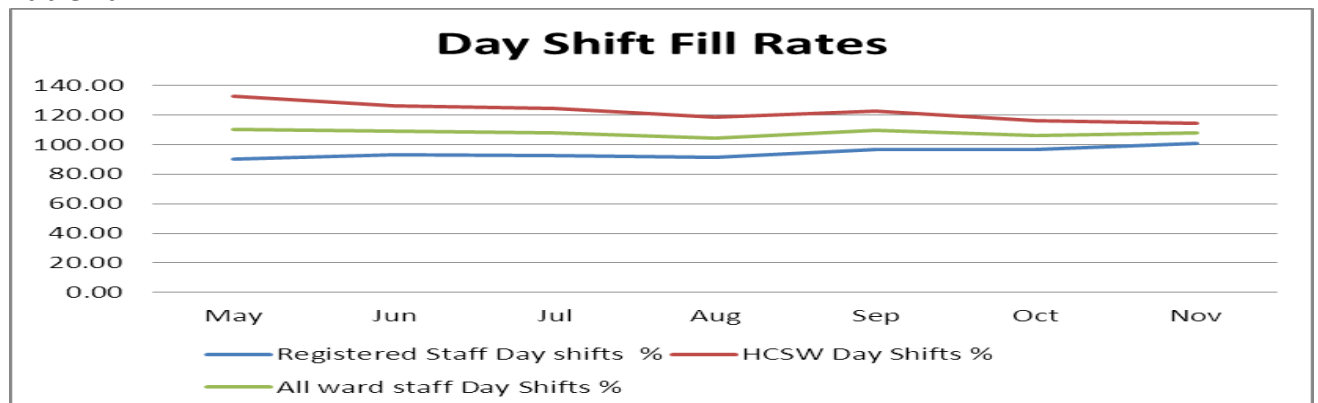
Overall fill rates for inpatient areas remains consistent at around 100%

Fill rates for registered nurses in the day shows an overall continuing improvement from May – November. Reaching the 100% target during November

Fill rates for registered nurses at night have reached the 100% target during October and this is maintained during November

The gap between fill rates for HCSW’s and RN’s continues to reduce demonstrating harmonisation of fill rates for the two grades of staff with both groups moving towards the target (see below)

Table 2a



The Trust trend for overfill of Health Care Support Worker (HCSW) shifts particularly at night continues, due to additional staff being used to provide increased levels of observation when fewer staff from other disciplines are available and engagement of patients with high risk needs is required.

Forensic Directorate

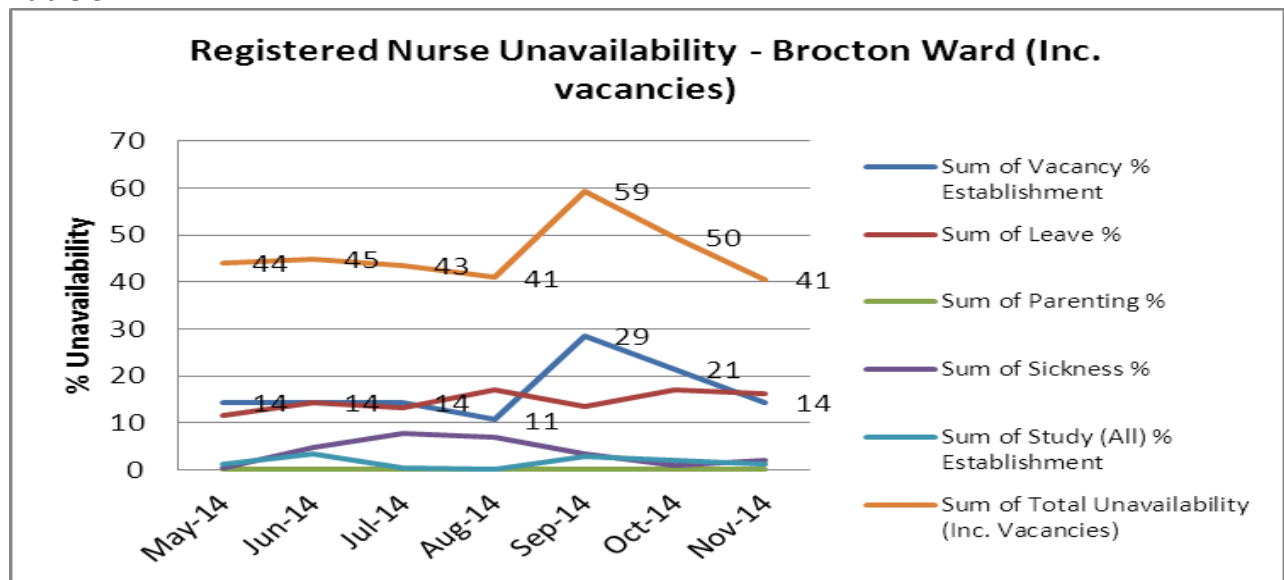
Having consistently returned red ratings since reporting began it is pleasing to report, for November, that none of the Forensic wards have a red rating. They have progressed well towards amber rating and demonstrate an increase in registered nurse fill alongside a decrease in unregistered overfill, demonstrating harmonisation of fill rates with less reliance on backfilling registered shifts with HCSW's. Significant steps have been made to recruit to establishment and to manage sickness, both of which have had a positive impact on fill rates.

Mental Health Staffordshire

Only Brocton ward remains red rated for fill rates for registered staff at night

Brocton: Whilst difficulties with recruitment continue to impact on RN fill rates to maintain consistency and provide safer staffing levels the shortfall is backfilled by substantive HCSW's and NHSP workers known to the ward. This is demonstrated in the figures in Table 1

Table 3



Cause and Effect

A reduction in vacancies has led to an overall reduction in total unavailability. Table 3 This has not yet been reflected in a significant improvement in fill rates for registered nurses at night. The Ward Manager reports that a newly appointed RMN was only in post for a very short period during November and has since left leaving the vacancy situation unchanged

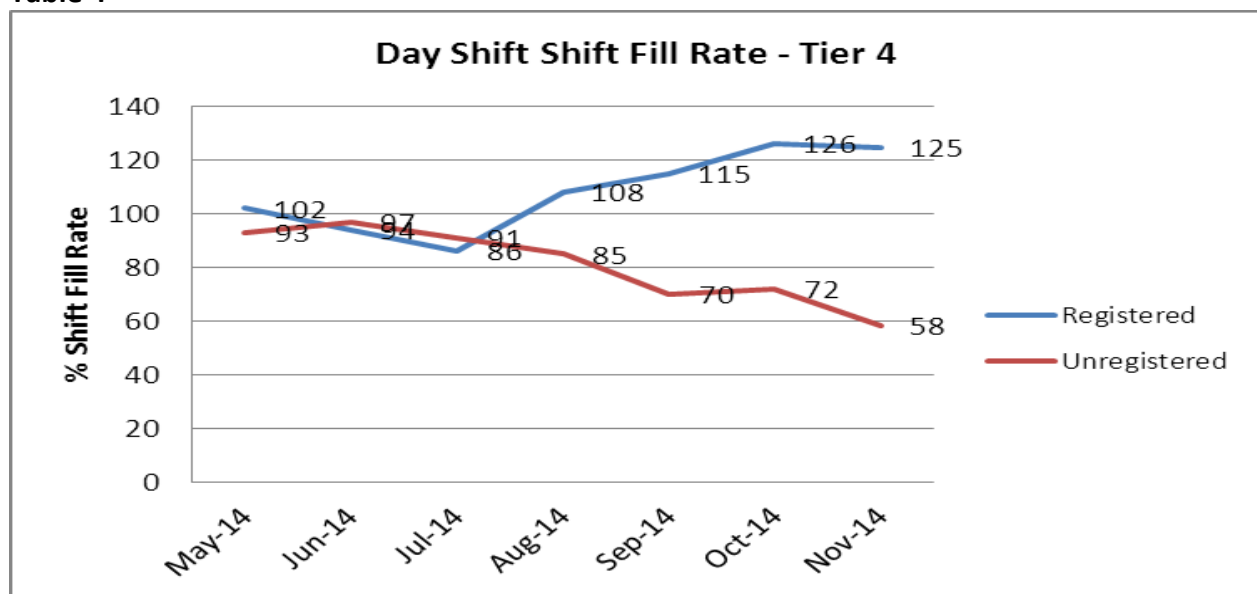
Planned Actions

1. The recruitment process continues for vacant post with posts appointed to and staff awaiting start dates
2. In response to time lag between recruitment and nurses being available to work effectively recruitment has already commenced in anticipation of expected turnover due early next year

Specialist Services Directorate:

T4 Birmingham substance misuse inpatient service (Park House) continues to be rated red for day time HCSW staffing. Table 1

Table 4

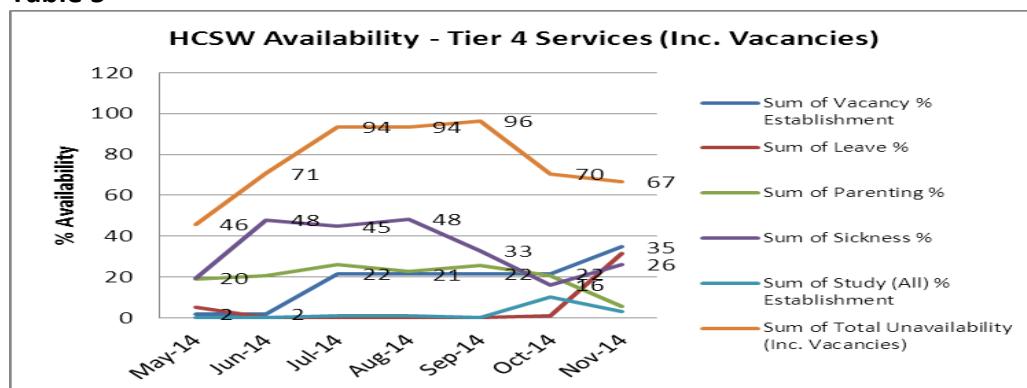


Cause and Effect

Total unavailability has decreased during November; a return from Maternity leave has contributed towards this however sickness, leave and vacancies have increased for DSW's. Table 5

- Total unavailability of unregistered Drug Support Workers (DSW) remains high at 67%
- Increasing vacancy levels amongst HCSW's
- There are particular difficulties recruiting people with this skill set across the Birmingham area health economy

Table 5



Planned Actions

1. Sickness is being managed within Trust policy
2. A specific specialist agency is used to fulfil their flexible staffing requirements
3. Where demand for DSW's is not met the only safe measure is to backfill with registered staff. This is demonstrated in the overfill rates for registered staff
4. Recruitment to vacant posts is in progress

It should be noted that Park House is part of the Birmingham substance misuse service which was retendered for earlier this year. As a result of this, a new provider will be taking over the running of this service in March/April next year. The Trust is working closely with this new provider to ensure that staff are recruited to any vacancies that arise during this transitional period.