

## Northumberland, Tyne and Wear NHS Foundation Trust

### Board of Directors Meeting

**Meeting Date:** 23 November 2016

**Title and Author of Paper:** Safer Staffing – Quarterly Update  
Jackie King, Clinical Nurse Manager, Flexible Staffing

**Executive Lead:** Gary O'Hare, Executive Director of Nursing and Operations

**Paper for Debate, Decision or Information:** Information

#### Key Points to Note:

In March 2014 NHS England and the Care Quality Commission jointly published guidance on the delivery of the Hard Truths commitments associated with publishing staffing data regarding nursing, midwifery and care staff. The commitments are to publish staffing data from April 2014.

As agreed at the June 2014 Board of Directors, monthly exception reports would be received explaining the reasons for staffing being 10% under planned and 20% over planned.

Following the annual review of the skill mix on our inpatient wards we have altered the budgets to reflect an increase in the registered staff ratio on a number of wards to enhance the care we provide.

The unregistered planned staffing levels have been reduced and the wards that are under on the planned registered level will be over on the unregistered levels. This will ensure that the total number of staff on the ward remains safe during this transitional period

As this is the first quarterly report, the information contained in the report actually relates to the six month period April 2016 to September 2016.

#### 6 month data average exceptions:

- 3 wards were within the agreed ranges.
- 34 wards had qualified staff under 90%, of which 17 wards were under 80%. Reasons for understaffing were due to changes in the qualified ratio and vacancies being supplemented with experienced unregistered staff.
- In addition to the above, 2 wards had unqualified staff under 90% with a further 1 ward under 80%. This was due to a change in clinical need.

- 19 wards had staffing above 120% which was due to increased clinical activity, ranging from 386.13% to 120.63%. Of these 19 wards, 4 had staffing over 200%.
- 18.02% of qualified staffing was covered by bank staff and 0.04% by agency staff.
- 31.65% of unqualified staffing was covered by bank staff with 12.49% by agency staff.

**Risks Highlighted to Board:** None this quarter.

**Does this affect any Board Assurance Framework/Corporate Risks?** NO

**Equal Opportunities, Legal and Other Implications:** N/A

**Outcome Required:** Board to receive for information.

Monthly returns are considered at the Trust Quality and Performance meeting and the Business Delivery Group.

**Link to Policies and Strategies:**