

**NORTHUMBERLAND, TYNE AND WEAR NHS FOUNDATION TRUST**

**BOARD OF DIRECTORS MEETING**

<b>Meeting Date:</b>	27 January 2016
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<b>Title and Author of Paper:</b>	Safer Staffing – December Exception Report Gary O’Hare, Executive Director of Nursing and Operations
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<b>Paper for Debate, Decision or Information:</b>	Information
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**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.

Over the next few months these wards will appear to be below our planned registered staffing levels whilst we recruit into these posts.

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

December exceptions:

- 1 ward was within the agreed ranges.
- 9 wards had qualified staff under 90% and 20 under 80%. Reasons for understaffing are due to changes in the qualified ratio and vacancies as these wards were supplementing staffing with experienced unregistered staff.
- 4 wards had unqualified staff under 90% and 4 under 80%. With the reason for most of these being night unqualified figures which is under review
- 22 wards had staffing above which was due to increased clinical activity, ranging from 339.26% to 121.01%. 8 of these wards had staffing over 200%.

**Outcome required:**

Board of Directors to receive for information.