

Appendix 1 – The Publication of Nurse staffing Data – June 14Introduction

In accordance with National Quality Board requirements to provide assurance on safe staffing the Trust is now publishing staffing data in the following ways:

- Information about nurses, midwives and care staff deployed, by shift, against planned levels has been displayed at ward level since April. The levels are displayed using a red, amber green status; green depicts staffing levels are as planned; amber depicts that the ward is slightly short staffed but not compromised; red rag rating depicts an acute shortage for that shift. The display allows staff to explain the reasons for any shortage and also what actions they have taken to mitigate the situation, thereby offering assurance to patients and visitors.
- The April ward staffing review was reported to the June Board of Directors and will be repeated every 6 months. The next review will also include A+E departments, Theatres and Midwifery.
- Monthly reports detailing planned and actual staffing on a shift by shift basis for the previous month has been presented monthly to the Board since May. This report is also published on the Trust website and to the relevant hospital webpage on NHS choices

Planned and actual staffing

Revised National Quality Board guidance published on 16th May outlined the requirement for % fill of planned and actual hours to be identified by registered nurse and care staff, by day and by night, and by individual hospital site. This report is the second of the monthly reports to the Board of this data and outlines fill rates of 93% at WHH and 91% across QEQM and K&C in June shown in Figure 1.

Figure 1. % hours filled planned against actual by site during June 2014

% Hours filled - planned against actual June 2014					
Hospital site	DAY		NIGHT		Overall % hours filled
	Average fill rate - registered nurses/ midwives (%)	Average fill rate - care staff (%)	Average fill rate - registered nurses/ midwives (%)	Average fill rate - care staff (%)	
Kent & Canterbury	89.7%	84.1%	97.9%	99.5%	91.0895
Queen Elizabeth the Queen Mother	87.8%	88.8%	94.7%	103.5%	91.34698
William Harvey	92.4%	92.7%	90.9%	102.3%	93.16366

National data is not available for June but May performance was 92 – 94% across our 3 sites, published on NHS Choices, and comparison with other acute Trusts is outlined in Table1.

Table 1. Comparison of overall % hours filled May 2014 with other Trusts

Hospital site	Overall % fill achieved May 14
Salford	105%
Maidstone Tunbridge Wells	102%
Medway Maritime	101%
Tunbridge Wells Pembury	99%
Darenth Valley	97%
Queen Elizabeth the Queen Mother	94%
William Harvey	93%
Kent & Canterbury	92%

It should be possible to fill 100% of hours if:

- There are no vacant posts

- All vacant planned shifts are covered by overtime or NHS-P shifts
- Annual leave, sickness and study leave is managed within 22%

Figure 2 shows total monthly hours actual against planned and % fill during June 2014 by ward. Work has been undertaken to explore the reasons for the gap, the impact and the actions being taken to address the gap. Some wards achieve higher than 100% due to additional shifts worked through NHS-P during times of increased demand and additional bed use.

No national RAG rating tolerances have been determined, but wards achieving under 80% have been RAG rated Red, in Figure 2 and include:

- Coronary Care K&C (75% RN fill days) had 1.42 wte RN vacancy.
- Coronary Care QEQM (52% support staff fill days) had 13.8% HCA sickness and prioritised night cover.
- Deal (78.6% support staff fill days) had 2.49 wte HCA vacancies.
- Cambridge L (78.8% support staff fill days) had 13% HCA sickness and prioritised night cover.
- Treble (62% support staff fill days) had 11% HCA sickness and 1.4 wte HCA vacancy.
- Fordwich Stroke Unit (74% day and 68% RN fill nights) had 1.4 wte RN vacancies.
- Kingston Stroke Unit (74% RN fill days) had RN vacancy and one nurse on a career break
- Rotary (76% support staff fill days) had 31% annual leave taken in week 4 of the rota due to facilitation of a phased return from sickness, and 1.0 wte HCA vacancy.
- Kings B (77% support staff fill days) had 19% HCA sickness.
- Kings C2 (78% RN fill days) had 2.78 wte RN vacancy. Activity was reduced during the month due to consultant leave and so some staff were moved to C1 ward.
- Kings D Male & Female (62% support staff and 75% RN fill nights) had 7.0 wte RN vacancies and 1.6 HCA vacancy. This ward works as a floor to provide safe staffing cover.
- Quex (75% support staff fill days) due to reduction in activity during the month due to consultant leave and so some staff were moved to Bishopstone / Seabathing with priority given to covering nights.
- Bishopstone / Seabathing (73% RN fill days) had 4.3 wte RN vacancies.
- WHH ITU (62% support staff fill days) had 9.0 wte RN and 1.6 HCA vacancies. Night cover was prioritised and 2 beds were closed mid June due to inability to fill shifts and lack of cover from NHS-P.
- QEQM ITU (44% support staff fill days) has a small funded establishment of 2.5 HCAs and 0.7 wte vacancy.
- NICU (79% RN night fill) had 4.3 wte vacancy.
- Kennington (49.5% RN night fill) had 3.2 wte RN vacancy. The ward was closed for a period during June.
- Braebourne (44.3% support staff fill days) only have 2.0 wte HCA posts and one member of staff was on AL
- Kingsgate and labour ward (68% support staff fill days) had 5.0 maternity care assistant vacancies.
- QEQM SCBU (77% MW fill days) had 3.0 wte midwife vacancies.

CLINICAL QUALITY AND PATIENT SAFETY REPORT

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Data validation and sign-off steps have been implemented and the data will be reported externally via Unify/NHS Choices on 15th July. The national data will be published representing each hospital site on the NHS Choices website.

Figure 2. Total monthly hours actual against planned and % fill by ward during June 2014

Division / Ward	DAY				NIGHT				DAY		NIGHT		
	Registered nurses /Midwives		Care staff		Registered nurses /Midwives		Care staff		Average fill rate - registered nurses/ midwives (%)	Average fill rate - care staff (%)	Average fill rate - registered nurses/ midwives (%)	Average fill rate - care staff (%)	
	Total monthly planned staff hours	Total monthly actual staff hours	Total monthly planned staff hours	Total monthly actual staff hours	Total monthly planned staff hours	Total monthly actual staff hours	Total monthly planned staff hours	Total monthly actual staff hours					
Urgent Care & Long Term Conditions													
Cambridge J	1776.5	1661.77	836.25	842.76	885	932.08	945	789.75	93.54	100.78	105.32	83.57	
Cambridge K	2065.5	1703.5	746	639.5	690	690	690	586.5	82.47	85.72	100.00	85.00	
Cambridge M2	1237	1467.18	845	706.68	720	697.09	360	698.84	118.61	83.63	96.82	194.12	
Coronary Care Unit (K&C)	1085	815.78	420	0	690	690	0	0	75.19	0.00	100.00		
Coronary Care Unit (QEQMH)	1365	1140	570	297	600	583	300	275.25	83.52	52.11	97.17	91.75	
Coronary Care Unit (WHH)	1849.5	1680.25	360	408	1380	1181	345	287.5	90.85	113.33	85.58	83.33	
Minster	1497	1335.75	1320	1294	630	631.5	630	610	89.23	98.03	100.24	96.83	
Oxford	916.25	1033.43	652.5	595.17	690	712.5	345	359.5	112.79	91.21	103.26	104.20	
Sandwich Bay	1217.5	1335.34	1032	1097.56	630	728	630	559	109.68	106.35	115.56	88.73	
St Margarets	1335	1310.91	1347.5	1334.83	600	533	300	546	98.20	99.06	88.83	182.00	
Deal	1707	1606.75	1329	1044.75	600	551.5	600	580	94.13	78.61	91.92	96.67	
Harvey	1072.5	1078.17	1178.5	1127.5	690	667	345	346	100.53	95.67	96.67	100.29	
Invicta	1296	1370.5	1017	991	720	611.5	360	486	105.75	97.44	84.93	135.00	
Cambridge L	2151.5	1938.67	1177.5	927.76	690	690	690	776.5	90.11	78.79	100.00	112.54	
Treble	1257.5	1229.19	1426	882.67	690	770.5	345	312.5	97.75	61.90	111.67	90.58	
Mount/McMaster	1102.5	990.5	1335	1204.51	720	720	360	403.75	89.84	90.23	100.00	112.15	
Fordwich Stroke Unit	2119	1566.92	939	1125.73	1395	956.5	630	778.75	73.95	119.89	68.57	123.61	
Kingston Stroke Unit	2005	1476.67	985	982.5	1035	991.75	690	659.25	73.65	99.75	95.82	95.54	
Richard Stevens Stroke Unit	1719	1402	1188	1202.5	1035	944.5	690	692.5	81.56	101.22	91.26	100.36	
Harbledown	1221	1246.18	1152	1094.84	720	694	720	693	102.06	95.04	96.39	96.25	
CDU (QEQMH)	2412	2260.48	1933.5	1477.78	990	1370	990	776.75	93.72	76.43	138.38	78.46	
CDU/Bethersden (WHH)	3019	3150.5	1536	1430	2340	2404.5	900	732	104.36	93.10	102.76	81.33	
Surgical Services													
Rotary Suite	1560	1482.92	1035	790.17	660	649	330	412	95.06	76.34	98.33	124.85	
Cheerful Sparrows Female	1167.5	1287.42	886	832.41	600	583.83	600	698.83	110.27	93.95	97.31	116.47	
Clarke	2367.5	1941.36	1385.5	1365.07	660	644.58	660	583.5	82.00	98.53	97.66	88.41	
Cheerful Sparrows Male	1176	1152.09	867	825.59	660	645.5	660	645	97.97	95.22	97.80	97.73	
Kent	1416	1382.26	1027.5	850.5	690	690	345	310.5	97.62	82.77	100.00	90.00	
Kings B Ward - WHH	1376.5	1262.91	1279.5	985	690	669	547.5	456.82	91.75	76.98	96.96	83.44	
Kings A2	1058	1048.25	1036.25	890.98	690	712.5	345	324	99.08	85.98	103.26	93.91	
Kings C1	1443.72	1395.92	1121.54	1362.75	690	690	690	939.5	96.69	121.51	100.00	136.16	
Kings C2	1659.5	1292	1129.5	972.85	690	634.5	586.5	595.5	77.85	86.13	91.96	101.53	
Kings D Male & Female	2193.5	1832.51	1622	1519.09	1380	853	1035	782	83.54	93.66	61.81	75.56	
Quex	1330.5	1183.43	799.5	602.75	600	591	300	297.25	88.95	75.39	98.50	99.08	
Bishopstone / Seabathing split	3272.5	2375.68	2615.5	2239.52	1230	1260.75	1230	1208	72.60	85.62	102.50	98.21	
Critical Care - WHH -	2949	3231.68	689	430.5	2760	3245.75	149.5	266	109.59	62.48	117.60	177.93	
Critical Care - KCH	2406	2144.76	178.5	230.5	2070	1941.75	0	46	89.14	129.13	93.80		
Critical Care - QMH	3300	2667.75	426	186	2640	2263.5	0	0	80.84	43.66	85.74		
Specialist Services													
KC Marlowe Ward	2917.5	2660.98	1624.5	1320.37	1332	1265.5	720	683.25	91.21	81.28	95.01	94.90	
WH NICU	3688	3063.61	315	639.05	3565	2811.5	0	230	83.07	202.87	78.86		
WH Padua Ward	2653.5	2268.25	930.5	1034	1380	1356	0	33	85.48	111.12	98.26		
QE Rainbow Ward	2255	1805.09	808	670	1034	990	0	0	80.05	82.92	95.74		
QE Birchington Ward	1372.5	1118.1833	675	915.83667	660	643.34	330	342.25	81.47	135.68	97.48	103.71	
WH Kennington Ward	798.67	725.17	692.82	709.84	750	371	375	367	90.80	102.46	49.47	97.87	
KC Brabourne Haematology Ward	1087.5	921.5	450	199.25	600	708.5	0	0	84.74	44.28	118.08		
WH Maternity Labour and Folkestone+ MCA	4112.5	4023.5	1892.5	1608	3105	2607.5	1380	1164	97.84	84.97	83.98	84.35	
MLU WHH	807.5	760.5	385	360.67	690	577	345	310.5	94.18	93.68	83.62	90.00	
QE Maternity Wards + MCA	3212.5	3313.08	2012.5	1369.5	2362.5	2202.92	1012.5	945	103.13	68.05	93.25	93.33	
QE MLU	773.5	731	377.5	370	337.5	663.75	337.5	337.5	94.51	98.01	196.67	100.00	
QE SCBU	1388.5	1070.67	315	289	1035	954.5	0	0	77.11	91.75	92.22		