

How to read & understand the NGH ward staffing charts

Wards are listed A-Z, with the exception of the Child Health & Maternity combined wards (under C and M).

Each ward illustrates its actual versus planned staff numbers on shift for registered nurses (RGNs) and midwives (RCMs), plus unregistered support workers (predominantly Health Care Assistants or HCAs and Maternity Support Workers or MSWs).

Note that planned staff levels are re-evaluated several times per day by ward sisters and matrons to ensure that care remains safe and effective. The planned staffing levels are flexible to accommodate an increase in patient acuity and dependency, as well as staff capability and skill mix.

On each ward chart, you will see the planned staff numbers for each shift. The box to the right of the planned table shows indicator arrows: up ↓ down ↓ level (*ie. at planned*) ⇔

These arrows indicate whether total staffing for the month, for all shifts was either above, below or at planned staffing levels, even if it is up or down by as little as 1-2%.

EXAMPLE OF WARD PLANNED STAFFING + INDICATOR ARROWS


	EARLY SHIFT	LATE SHIFT	NIGHT SHIFT				
RGN / RCM Planned Staff	6	6	3	ABOVE or BELOW planned	MAY	DAY	NIGHT
RGN / RCM W'end	4	4	3		RGN	↓	⇔
Support Planned Staff	1	1	1		HCA	↑	⇔



How to view ward staffing information

Enlarge these hospital ward staffing charts for easy viewing by running your cursor over the lower part of your screen to open the magnification / navigation menu bar, below.



Click on  to magnify the charts, then scroll right to see all the days of the month.

	EARLY SHIFT	LATE SHIFT	NIGHT SHIFT	ABOVE or BELOW planned	JUNE DAY NIGHT
RGN Planned Staff	4	3	2	RGN ↓ ↑	HCA: Additional specials were deployed to care for complex patients with increased dependency / cognitive impairment, particularly at night.
Support Planned Staff	3	3	2	HCA ↑ ↑	

DATE	01-Jun-14	02-Jun-14	03-Jun-14	04-Jun-14	05-Jun-14	06-Jun-14	07-Jun-14	08-Jun-14	09-Jun-14	10-Jun-14	11-Jun-14	12-Jun-14	13-Jun-14	14-Jun-14	15-Jun-14	16-Jun-14	17-Jun-14	18-Jun-14	19-Jun-14	20-Jun-14	21-Jun-14	22-Jun-14	23-Jun-14	24-Jun-14	25-Jun-14	26-Jun-14	27-Jun-14	28-Jun-14	29-Jun-14	30-Jun-14	30-Jun-14		
SHIFT	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N
RN	3	4	3	4	3	2	4	3	2	4	3	2	4	3	2	4	3	2	4	3	2	4	3	2	4	3	2	4	3	2	4	3	2
HCA	4	4	3	2	3	3	6	5	4	4	5	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4

CEDAR WARD: Trauma & Orthopaedics - Trauma

	EARLY SHIFT	LATE SHIFT	NIGHT SHIFT	ABOVE or BELOW planned	JUNE DAY NIGHT
RGN Planned Staff	5	4	3	RGN ↓ ↑	RGN: Day numbers down due to uncovered vacancies, maternity leave + unpredictable carer/sick leave and staff re-assignments to other wards by agreement. Night numbers were just over establishment in response to workload. There were nurses awaiting their professional PINs - they are not counted in the planned staff numbers until they are fully registered.
Support Planned Staff	5	4	3	HCA ↓ ↑	HCA: Day numbers slightly down due to maternity leave / staff vacancy. Night numbers up due to additional specials required to care for complex patients with increased dependency / cognitive impairment.

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SHIFT	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N
RN	4	2	2	6	3	3	5	3	4	5	3	3	6	4	3	6	3	4	5	3	3	5	3	3	5	4	3	5	3	4	5	2	3
HCA	5	4	3	4	4	3	5	4	3	5	4	3	3	3	3	4	3	4	4	2	5	5	3	6	3	2	5	5	3	6	4	3	6

CHILD HEALTH combined unit - Disney (Oncology), Gosset (Special Care Baby Unit) + Paddington (General Paediatrics)

	EARLY SHIFT	LATE SHIFT	NIGHT SHIFT	ABOVE or BELOW planned	JUNE DAY NIGHT
RGN Planned Staff	19	18	13	RGN ↑ ↓	General note: Wards in the Child Health speciality work together as a combined unit to ensure safe staffing. The unit assesses its wards' requirements on a continuous basis, and deploys its staff between Disney, Gosset and Paddington as patient numbers and acuity levels fluctuate.
Support Planned Staff	3	3	3	HCA ↓ ↔	RGN: Day numbers up slightly due to workload. RGN night numbers down slightly across the month due to some uncovered, unfilled vacancies. HCA: Day numbers down due to uncovered, unfilled vacancies and unpredictable sickness. Recruitment is in progress and new staff are due to start in August 2014.

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SHIFT	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N
RN	13	13	12	21	15	12	22	19	12	22	17	13	22	17	12	23	19	10	14	13	12	15	14	12	25	18	12	22	21	12	27	17	13
HCA	2	1	2	3	3	1	3	3	2	1	2	2	2	1	1	2	4	1	1	2	3	3	2	4	4	3	2	2	4	4	4	1	3

COLLINGTREE WARD: Acute Medicine

	EARLY SHIFT	LATE SHIFT	NIGHT SHIFT	ABOVE or BELOW planned	JUNE DAY NIGHT
RGN Planned Staff	7	6	4	RGN ↓ ↓	RGN: Numbers down on some day shifts due to unpredictable sick + carer leave. Numbers on night shifts were 98% of establishment.
RGN W'end	5	5	4	HCA ↓ ↑	HCA: Day and night numbers up - some additional specials deployed across the month to care for complex patients with increased dependency / cognitive impairment.
Support Planned Staff	5	4	3	HCA ↑ ↑	

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SHIFT	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N
RN	5	4	4	6	4	4	6	4	4	6	5	4	6	5	4	6	5	4	4	3	4	5	5	4	6	4	4	6	4	4	7	6	4
HCA	5	6	3	5	4	3	5	4	3	6	5	3	5	5	3	6	6	3	5	4	4	5	5	3	4	5	4	5	4	3	6	5	3

COMPTON WARD: Medical Rehabilitation

	EARLY SHIFT	LATE SHIFT	NIGHT SHIFT	ABOVE or BELOW planned	JUNE DAY NIGHT
RGN Planned Staff	3	2	2	RGN ↑ ↓	RGN: Day and night numbers around 2% under/over establishment.
Support Planned Staff	2	2	1	HCA ↑ ↑	HCA: Day + night numbers up due to additional specials deployed to care for complex patients with increased dependency / cognitive impairment.

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SHIFT	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N
RN	2	3	2	3	1	2	3	2	2	3	2	2	3	2	2	3	2	2	3	2	2	3	2	2	4	2	2	4	2	2	4	2	2
HCA	2	1	1	2	2	1	2	2	1	2	2	2	2	2	1	2	3	1	2	3	3	2	3	1	2	3	3	2	3	3	2	1	2

CREATON WARD: Acute Medicine

	EARLY SHIFT	LATE SHIFT	NIGHT SHIFT	ABOVE or BELOW planned	JUNE DAY NIGHT
RGN Planned Staff	5	4	3	RGN ↓ ↓	RGN: Day numbers down slightly due to unpredictable sick leave + staff re-deployment to escalation areas. Night numbers just under establishment.
Support Planned Staff	4	4	2	HCA ↑ ↑	HCA: Day numbers around establishment, with nights up due to additional specials deployed to care for complex patients with increased dependency / cognitive impairment in both the main ward + escalation area.

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SHIFT	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N	E	L	N
RN	4	4	3	5	4	3	5	4	3	5	3	3	5	4	3	4	4	3	4	4	3	5	4	3	5	4	3	5	7	3	6	3	
HCA	4	3	3	4	3	3	3	3	4	5	5	2	5	3	3	5	3	3	4	4	3	4	4	3	5	4	3	5	4	3	4	2	4

DRYDEN WARD: Cardiac + Heart Centre (Escalation Area)

	EARLY SHIFT	LATE SHIFT	NIGHT SHIFT	FLOW	JUNE	DAY	NIGHT
JUNE - STAFFING OVERVIEW:							
RGN: Day numbers down slightly due to unpredictable sick leave + staff re-deployment to escalation areas. Night							

