TRUST BOARD REPORT -	- 2016 – 4 - 10
Meeting date:	Thursday 28 <sup>th</sup> July 2016
Title:	Nursing and Midwifery Staffing
Presented by:	Mike Wright, Executive Chief Nurse
Author:	Mike Wright, Executive Chief Nurse
Purpose:	The purpose of this report is to inform the Trust Board of the latest position in relation to Nursing and Midwifery Staffing in line with the expectations of NHS England (National Quality Board – NQB's Ten Expectations) and The Care Quality Commission.
	This report introduces the revised safer nursing and midwifery staffing guidance that has been issued by the National Quality Board in July 2016 and the Trust's response to this.
Recommendation(s):	The Trust Board is requested to:
	<ul> <li>Receive this report</li> <li>Decide if any if any further actions and/or information are required.</li> </ul>

# HULL AND EAST YORKSHIRE HOSPITALS NHS TRUST TRUST BOARD MEETING 28<sup>th</sup> July 2016

## NURSING AND MIDWIFERY STAFFING REPORT

## 1. PURPOSE OF THIS REPORT

The purpose of this report is to inform the Trust Board of the latest position in relation to Nursing and Midwifery Staffing in line with the expectations of NHS England (National Quality Board – NQB's Ten Expectations)<sup>1</sup> and The Care Quality Commission.

### 2. BACKGROUND

The last report on this topic was presented to the Trust Board in May 2016 (March 2016 position).

This report presents the 'safer staffing' position as at 30<sup>th</sup> June and confirms on-going compliance with the requirement to publish monthly planned and actual staffing levels for nursing, midwifery and care assistant staff<sup>2</sup>.

In July 2016, the National Quality Board updated its guidance for provider trusts, which sets out the responsibilities and accountabilities for trust boards for ensuring safe nursing and midwifery staffing levels. The new guidance sets out specifications for the future format of these reports. Future versions of this report from September 2016 onwards will be structured in line with this guidance.

The Trust Board is requested to:

- Receive this report
- Decide if any if any further actions and/or information are required.

# 3. EXPECTATION 7

Expectation 7 of the NQB's standards requires Trust Boards to:

- receive monthly updates on workforce information, and that;
- staffing capacity and capability is discussed at a Trust Board meeting in public at least every six months on the basis of a full nursing and midwifery establishment review. This second part was last presented to the Trust Board in January 2016 (as at December 2015).

The first specific requirement of Expectation 7 is for provider trusts to upload the staffing levels for all inpatient areas on a monthly basis into the national reporting database (UNIFY 2). These are then published via the NHS Choices Website.

The Trust Board is advised that the Trust continues to comply with the requirement to upload and publish the aggregated monthly average nursing and care assistant (non-registered) staffing data for inpatient areas. These can be viewed via the following hyperlink address on the Trust's web-page:

http://www.hey.nhs.uk/openandhonest/saferstaffing.htm

These data are summarised, as follows:

<sup>&</sup>lt;sup>1</sup> National Quality Board (2012) How to ensure the right people, with the right skills, are in the right place at the right time - A guide to nursing, midwifery and care staffing capacity and capability

When Trust Boards meet in public

# 3.1 Planned versus Actual Staffing levels.

The aggregated monthly average fill rates (planned versus actual) by hospital site are provided in the following graphs and tables. More detail by ward and area is available in **Appendix One** (data source: HEY Safety Brief) and **Appendix Two** (New Roles).

Fig 1: Hull Royal Infirmary

	DAY		NIGHT	
HRI	Average fill rate -			
	RN/RM (%)	care staff (%)	RN/RM (%)	care staff (%)
May-14	82.56%	95.37%	83.21%	93.09%
Jun-14	88.09%	91.96%	91.61%	94.20%
Jul-14	83.41%	87.43%	84.35%	95.62%
Aug-14	83.58%	89.43%	84.39%	95.77%
Sep-14	84.34%	88.59%	84.36%	102.98%
Oct-14	81.38%	87.54%	85.37%	102.49%
Nov-14	85.35%	90.26%	84.30%	101.38%
Dec-14	79.48%	87.57%	80.51%	96.37%
Jan-15	80.99%	87.74%	83.22%	96.76%
Feb-15	80.46%	84.55%	82.57%	96.31%
Mar-15	79.54%	85.38%	81.81%	98.77%
Apr-15	81.36%	90.39%	82.99%	104.79%
May-15	84.21%	94.33%	87.57%	102.19%
Jun-15	84.03%	92.79%	85.01%	102.89%
Jul-15	83.69%	93.80%	86.28%	103.37%
Aug-15	81.13%	90.95%	83.91%	103.18%
Sep-15	79.77%	84.90%	80.54%	91.38%
Oct-15	84.05%	97.36%	85.85%	98.36%
Nov-15	84.48%	94.74%	85.17%	95.08%
Dec-15	85.39%	97.92%	86.99%	105.33%
Jan-16	85.18%	93.92%	87.14%	104.86%
Feb-16	84.05%	94.29%	85.90%	104.32%
Mar-16	82.93%	92.38%	84.37%	104.05%
Apr-16	80.86%	88.23%	85.26%	103.39%
May-16	80.58%	91.24%	86.70%	105.93%
Jun-16	80.25%	89.41%	85.20%	102.22%

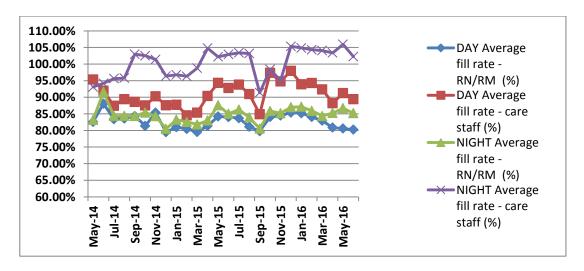
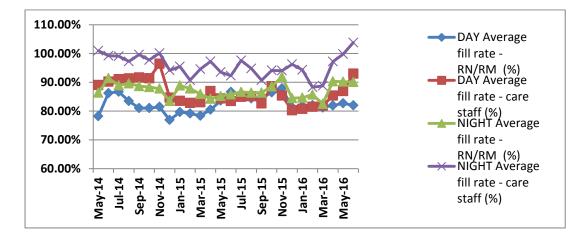


Fig 2: Castle Hill Hospital

	DAY		NIGHT	
СНН	Average fill rate - RN/RM (%)	Average fill rate - care staff (%)	Average fill rate - RN/RM (%)	Average fill rate - care staff (%)
May-14	78.19%	89.06%	86.38%	100.95%
Jun-14	86.23%	90.22%	91.44%	99.24%
Jul-14	86.74%	91.05%	88.95%	99.08%
Aug-14	83.47%	91.32%	89.61%	97.23%
Sep-14	81.05%	91.63%	88.67%	99.62%
Oct-14	81.04%	91.36%	88.33%	97.73%
Nov-14	81.47%	96.46%	87.80%	100.13%
Dec-14	76.92%	84.67%	83.50%	94.15%
Jan-15	79.67%	83.55%	88.85%	95.47%
Feb-15	79.15%	82.84%	87.84%	90.74%
Mar-15	78.39%	83.03%	85.92%	94.57%
Apr-15	80.48%	86.92%	84.29%	97.26%
May-15	83.63%	84.39%	85.23%	93.52%
Jun-15	86.65%	83.46%	85.77%	92.28%
Jul-15	85.85%	84.93%	86.68%	97.59%
Aug-15	84.40%	85.16%	86.39%	94.77%
Sep-15	84.44%	82.65%	86.39%	90.71%
Oct-15	86.50%	88.58%	88.56%	94.14%
Nov-15	87.90%	85.36%	91.91%	94.03%
Dec-15	81.31%	80.29%	84.50%	96.26%
Jan-16	81.78%	80.75%	84.64%	94.31%
Feb-16	82.06%	81.50%	85.71%	88.28%
Mar-16	81.22%	81.87%	82.50%	88.74%
Apr-16	81.96%	85.40%	90.34%	97.19%
May-16	82.68%	86.93%	90.19%	99.79%
Jun-16	82.01%	92.99%	90.12%	103.78%



Fill rate numbers at Castle Hill Hospital remain relatively stable overall, with improvements in care staff (unregistered), particularly. The situation is slightly different at Hull Royal Infirmary where day registered nursing numbers have seen a steady reduction since November 2015. This is due to a combination of factors, including the re-settling of staff that supported the extra winter capacity ward at HRI

back at CHH and, also, some attrition. Night time registered nursing numbers remain stable and care staff numbers remain stable for both days and night at HRI.

In order to assure the Trust Board and to set this in context, the twice-daily safety brief reviews continue each day, led by a Health Group Nurse Director (or Site Matron at weekends) in order to ensure at least minimum safe staffing in all areas. The Trust is still able to sustain its minimum standard, whereby no ward is ever left with fewer than two registered nurses/midwives on any shift. However, some pressures remain in recruiting to optimal staffing levels in some areas.

The nursing and midwifery staffing escalation policy is under review and it is possible that the Trust may need to reduce bed capacity if alternative solutions to staffing any shortfalls cannot be found. This is always a last resort but is an option that is available if need in order to keep patients safe.

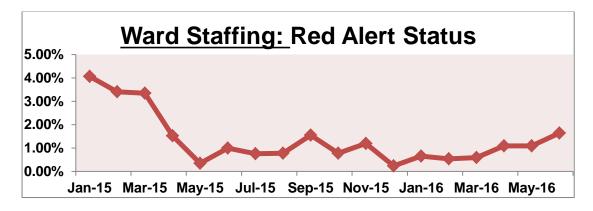
The Trust has offered 74 jobs to the August/September student outtake at the University of Hull. Regular contact is being made with these students to ensure that they feel supported. However, some risk remains as some students block apply for jobs in different trusts and decide which they are taking nearer the time.

The Executive Management Board has agreed a proposal to undertake a recruitment initiative for 101 nurses from the Philippines, subject to final confirmation of the funding needed for this in the context of the Trust's overall financial position. This will be discussed with the health groups at their next performance and accountability meetings. The schedule for this has yet to be determined.

Other factors that are taken into consideration before determining if a ward is safe or not, include:

- The numbers, skill mix, capability and levels of experience of the staff on duty
- Harm rates (falls, pressure ulcers, etc.) and activity levels
- The self-declaration by the shift leader on each ward as to their view on the safety and staffing levels that day
- · the physical layout of the ward
- The availability of other staff e.g. bank/pool, matron, specialist nurses, speciality co-ordinators and allied health professionals.
- The balance of risk across the organisation

The following table provides information on the number of occasions staff have declared their wards unsafe (Red Alert), ahead of a safety brief. These are the times over each month that this rating has been allocated represented as a percentage of the total number of assessments in that month.



The number of red alert declarations remains relatively small overall but has seen a slight increase in recent months. These are reviewed by nurse directors at the safety briefs and addressed accordingly.

The key areas that remain particularly tight currently are:

- The Clinical Decision Unit (CDU), which is adjacent to the Acute Medical Unit at HRI. Staffing levels in this area should improve in the autumn and jobs have been offered to fill all RN vacancies. In the meantime, staff have been seconded from other wards and, also bank staff are being used.
- H70 (Diabetes and Endocrine). This ward has five RN vacancies which, again, have been offered to new graduates in the autumn. In the meantime, staff from other wards are supporting. There are some quality concerns on this ward but these are being monitored closely by the Divisional Nurse, who provides a lot of additional support to the ward.
- C30, C31 and C33 Oncology. There are still some staffing gaps in these wards but, again, these are balanced across all wards daily. The Oncology Matron remains ward based and the teaching staff and specialist nurses are supporting the wards, also.
- Critical Care Units and Neonatal Unit. These units each have some vacancies and high levels of maternity leave. Staffing risks are managed on a daily basis and some agency staffing is being utilised in these areas.

However, despite on-going recruitment campaigns, this is still very challenging for the Trust and some risks with securing the required numbers of registered nurses remain.

The inability to recruit sufficient numbers of registered nurses in order to meet safer staffing requirements remains a recorded risk at rating 12 (Moderate - Major and Possible - ID 2671) on the Risk Register, although every reasonable effort to try and mitigate this risk is being taken on a daily basis.

# 4. NATIONAL QUALITY - REVISED BOARD GUIDANCE - JULY 2016

The National Quality Board issued revised guidance this month<sup>3</sup>, which replaces the original 'Ten Expectations' with a revised 'Ten Expectations' alongside other supplementary requirements. The full document is attached at **Appendix Two** and the reason for attaching this is that there are key responsibilities for Trust Boards in this guidance, part of which are the new reporting requirements, which are summarised in the following table:

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 $<sup>^3</sup>$  National Quality Board – July 2016 - Supporting NHS providers to deliver the right staff, with the right skills, in the right place at the right time - Safe sustainable and productive staffing

# Safe, Effective, Caring, Responsive and Well-Led Care

# Measure and Improve

- patient outcomes, people productivity and financial sustainability report investigate and act on incidents (including red flags) -
  - patient, carer and staff feedback -
  - Implementation Care Hours per Patient Day (CHPPD) -
  - develop local quality dashboard for safe sustainable staffing -

Expectation 1	Expectation 2	Expectation 3
Right Staff	Right Skills	Right Place and Time
1.1 evidence-based workforce planning	2.1 mandatory training, development and	3.1 productive working and eliminating waste
1.2 professional judgement	education  2.2 working as a multi- professional team	3.2 efficient deployment and flexibility
1.3 compare staffing with peers	2.3 recruitment and retention	3.3 efficient employment and minimising agency

As the Trust Board is aware from these regular reports, just looking at 'planned' versus 'actual' staffing numbers is only part of the information required when helping to decide if a ward is staffed safely or not. Therefore, the new guidance requires not only 'planned' versus 'actual' staffing levels to be published but, also, a range of other measures and indicators (quality and workforce data) alongside these to help determine safe staffing levels and/or the part they play in delivering high quality care. In addition, the new metrics of 'care hours per patient day' and 'nurse hours per patient day' will need to be reported in the future. These are the new measures recommended by Lord Carter.

In themselves, they do not mean a great deal. However, the intention is to analyse these numbers alongside other quality and workforce indicators to help develop a more 'rounded' assessment of whether a ward is staffed safely or not and is well managed or otherwise. In summary, this is about considering a broader range of information, other than just staffing numbers, when considering and concluding on safe staffing matters.

Over time, it is proposed that benchmarking information will be made available for provider trusts to be able to compare performance against that of peers. Furthermore, it is likely that a national dashboard or template will be developed for the reporting of all of this in the future.

The Trust Board may also be aware that there has been a great deal of media attention in recent weeks about nursing and midwifery staffing levels, the affordability of same and where this all sits in relation to emerging evidence and ensuring that patients are safe and well cared for. This is proving to be controversial in many professional nursing and midwifery circles. However, the challenge for provider organisations is to use good data and evidence-based patient acuity assessments alongside professional judgements to determine the required levels of nursing and midwifery staffing. We do this now and none of this new guidance really changes this approach.

In the meantime, work will take place over the coming weeks to refresh the structure of this report and appendices in line with this revised guidance and, also, in an attempt to demystify what could be construed as conflicting guidance from the centre. This will be presented to the Trust Board at its next meeting in September 2016. In addition, the next full revisions of nursing and midwifery establishments will take place in September 2016 and March 2017.

## 5. NURSING AND MIDWIFERY REVALIDATION

Nursing and Midwifery Revalidation continues to progress well, with no major issues identified to date.

## 6. SUMMARY

The Trust continues to meet its obligations under the National Quality Board's Ten Expectations.

Nursing and Midwifery staffing establishments are set and financed at good levels in the Trust and these are managed very closely on a daily basis. However, the challenges remain around recruitment and risks remain in terms of the available supply of registered nurses. Recruitment efforts continue.

Work will take place over the coming weeks to refresh the structure of this report and appendices in line with the revised guidance issued recently by the National Quality Board, with the first version to be presented to the September 2016 Trust Board alongside the next establishment reviews.

## 7. ACTION REQUESTED OF THE TRUST BOARD

The Trust Board is requested to:

- Receive this report
- Decide if any if any further actions and/or information are required.

Mike Wright Executive Chief Nurse July 2016

Appendix 1: HEY Safer Staffing Report - March 2016

Appendix 2: New Roles – March 2016

**Appendix 3**: National Quality Board – July 2016 - Supporting NHS providers to deliver the right staff, with the right skills, in the right place at the right time - Safe sustainable and productive staffing

### **HEY SAFER STAFFING REPORT JUNE-16** HIGH LEVEL QUALITY INDICATORS **NURSE STAFFING** [which may or maynot be linked to nurse staffing] ACUITY MONITORING [AVERAGE] FALLS DAY NIGHT PATIENT TO RN & HIGH LEVEL **HOSPITAL ACQUIRED PRESSURE DAMAGE** RN RATIO QUALITY HEALTH REDS INDICATOR GROUP WARD **SPECIALITY** ESTAB. TOTAL ACUTE MEDICINE NA ΔΜΠ ACUTE MEDICINE 45 16% 19% 96% 98% 98% 98% 6:1 6:1 6:1 47% 20% 33% 0% 0% 3 1 6 0 10 H1 **ACUTE MEDICINE** 22 6% 0% 79% 113% 97% 122% 9:1 11:1 7:1 51% 17% 32% 0% 0% 0 EAU **ELDERLY MEDICINE** 21 6% 0% 100% 85% 73% 98% 7:1 46% 1% 53% 0% 0% 27% 24% 0% 0% H5 RESPIRATORY 20 3% 0% 82% 96% 91% 102% 8:1 49% RHOB RESPIRATORY 6% 6% 95% 79% 3:1 3:1 2:1 H50 RENAL MEDICINE 19 10% 0% 85% 99% 105% 0% H500 RESPIRATORY 24 16% 10% 80% 95% 95% 1% 101% H70 ENDOCRINOLOGY 6% 3% 80% 99% 0% MEDICINE Н8 ELDERLY MEDICINE 27 10% 0% 86% 79% 98% 100% 0% 0% 2 2 ELDERLY MEDICINE H80 27 16% 0% 84% 97% 83% 0% 80% H9 **ELDERLY MEDICINE** 6% 3% 83% 88% 80% 0% Han FLDERLY MEDICINE 29 19% 3% 83% 91% 80% 39% 0% 80% 1% 1 1 3 3 H11 STROKE / NEUROLOGY 28 100% H110 STROKE / NEUROLOGY 24 13% 0% 97% 109% 107% 3 0% 0% 1 1 CDU CARDIOLOGY 9 29% 88% 80% 100% C26 0% 91% 91% C28 CARDIOI OGV 17 32% 0% 81% 91% 87% CMU 0% CARDIOLOGY 10 26% 81% 91% 87% 18% 62% 1% 3:1 3:1 H4 **NEURO SURGERY** 30 26% 0% 83% 122% 80% 32% 0% 0% NEURO HOB / TRAUMA 0% H40 15 26% 0% 80% 99% 85% 96% 5:1 4:1 2% 47% 51% 0% Н6 ACUTE SURGERY 32% 3% 86% 93% 0% H60 ACUTE SURGERY 28 19% 0% 95% 98% 92% 0% Н7 0% 0% VASCUALR SURGERY 30 19% 3% 82% 116% 87% 32% 0% 102% 0 H100 83% H12 ORTHOPAEDIC 28 16% 19% 84% 89% 88% 100% 0 1 H120 ORTHO / MAXFAX 22 16% 3% 84% 88% 87% 126% 0 1 SURGERY HICU **CRITICAL CARE** 52% 0% 90% 93% 88% C8 ORTHOPAEDIC 18 6% 0% 79% 80% 83% C9 ORTHOPAEDIC 10% 0% 91% 103% 0% 29 80% 106% 43% C10 COLORECTAL 21 26% 0% 83% 83% 79% 97% 8:1 0% 0% C11 COLORECTAL 35% 0% 0% 0% 22 85% 81% 88% 95% 6:1 8:1 7:1 61% 39% C14 39% 0% 89% 79% C15 UROLOGY 13% 3% 81% 90% 93% C27 13% 0% 0% CARDIOTHORACIC 26 87% 89% 84% 93% CICU 58% 0% 101% 91% C16 ENT / BREAST 30 48% 0% 91% 77% 86% 9:1 H130 PAEDS 20 3% 0% 86% 79% 86% 79% 5:1 6:1 5:1 H30 CEDAR 0% 87% 82% H31 MAPI F MATERNITY 29% 0% 83% 83% 78% 0% H33 ROWAN MATERNITY 48% 0% 88% 89% 90% 93% 0% FAMILY & H34 ACORN PAFDS SURGERY 20 48% 6% 78% 81% 92% 0% WOMEN'S H35 OPHTHAI MOLOGY 12 10% 0% 101% 79% 107% 1% LABOUR MATERNITY 52% 0% 118% **NEONATES** CRITICAL CARE 42% 0% 82% 81% 81% 0% PAEDS 6% 85% 2% 0% PAU 10 94% 43% PHDU 39% 0% 100% CRITICAL CARE 1 C20 INFECTIOUS DISEASE 19 3% 0% 94% 0% 2 C29 REHABILITATION 15 19% 0% 80% 98% 0% CLINICAL C30 45% 0% 88% SUPPORT C31 35% 0% ONCOLOGY 27 0% 80% 99% 98% 54% 0% 3 C32 ONCOLOGY 22 26% 0% 99% 100% 99% 97% 7:1 8:1 7:1 15% 2% 83% 0% 0% 2 C33 HAEMATOLOGY 28 13% 0% 80% 80% 82% 79% 5:1 7:1 7:1 47% 6% 47% 0% 0% 2 1 1 1 1 2 5 22.9% 1.6% AVERAGE: 6:1 7:1 7:1 38% 10% 42% 8% 2%

Steve Jessop
Chief Nurse Information Officer

DAY

89.4%

82.0% 93.0% 90.1% 103.8%

80.3%

Jun-16

**NIGHT** 

102.2%

85.2%