

Safer Staffing Report August 2016

1. Executive Summary.

Purpose:

- To inform the Board of Directors of the progress against national requirements for staffing data reporting as outlined in The National Quality Boards (NQB) and NICE guidelines on safe staffing levels.
- To bring to the attention of the Board of Directors any workforce issues / areas of concern.
- To seek Board of Directors approval of the hospitals nursing establishment.

2. Current Position.

Spencer Private Hospitals (SPH) have a duty of care to ensure that all patients are cared for by appropriately qualified and experienced staff within a safe environment. To support this objective, the organisation continues to utilize its Nursing Dependency Analysis Tool to ensure safe staffing levels are maintained at all times which is demonstrated by the hospitals quality metrics. This practice is reflected within the Care Quality Commissions (CQC's) six standards applicable to all healthcare providers. Setting appropriate planned levels of staffing is, therefore, fundamental to ensure SPH reduces any potential risk of patient's not experiencing high quality nursing care.

SPH continue to publish Safer Staffing data internally on patient information boards in ward areas. The published data demonstrates levels of contracted staff, self-employed staff (formally flexi-bank status) agency usage and skill mix and the number of Care Hours per Patient Day (CHPPD). The information is also published on the organisations web site.

In addition to the above mentioned data each month '*Harm Free Care*' statistics are published along with '*Never Event*' data.

Monthly Health and Safety and Complaints reports are also provided to all staff and the Board of Directors; lessons learnt are shared with all concerned.

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3. Current Contracted Ward Nursing Establishment.

3.1 Margate.

Qualified Nursing Establishment 13.6 WTE

HCA Establishment 2.20 WTE

3.2 Ashford.

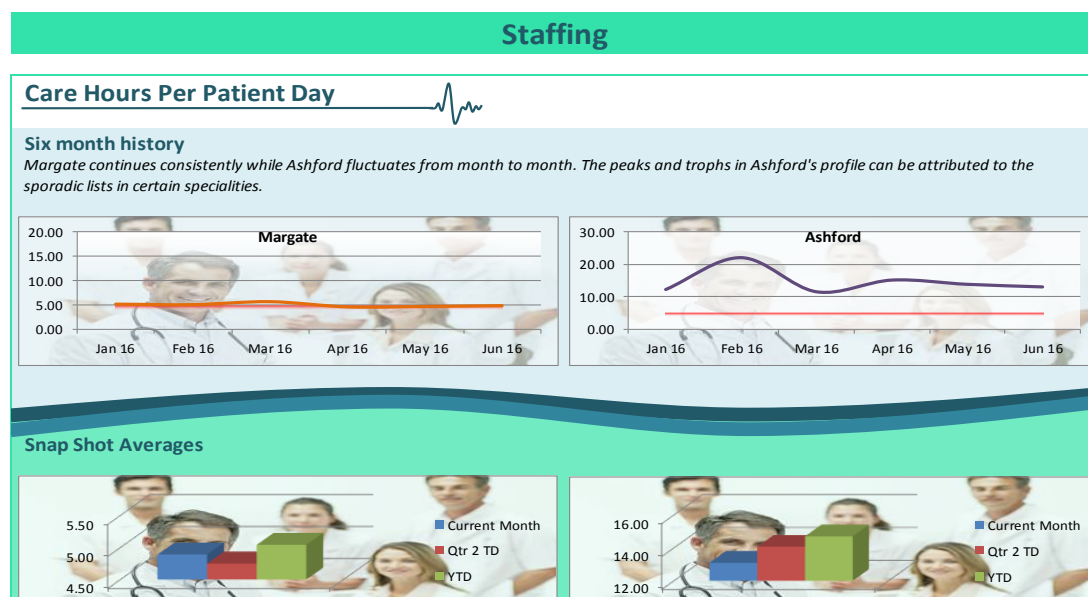
Qualified Nursing Establishment 6.80 WTE
(Recruitment on-going)

SPHs have a Matron and a Clinical Effectiveness Nurse; these roles are not generally included in the nurse staffing levels as they provide leadership, management and support in addition to the staff who deliver patient care. The importance of these roles being supernumerary to the agreed staffing levels was recommended by NICE. Both staff work between sites to support the nursing team.

The organisation also has Physiotherapists who are not included in the nursing staff numbers but are part of the organisations commitment to providing safe and effective patient centred care.

The current establishment, supported by the self-employed staff (previously flexi-bank staff) enables the organisation to achieve the staffing objective of **providing every patient 5 Hours of actual patient care per day.**

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4. Recommendation.

The Board of Directors are asked to receive this paper for information and assurance of the Safer Staffing System in operation.

5. Future Recommendations – July 2016.

On 6th July 2016, the National Quality Board (NQB) published “*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*”. This safe staffing improvement resource provides an updated set of expectations for nursing and midwifery care staffing, to help NHS provider boards and other health care providers such as SPH to make local decisions that will support the delivery of high quality care for patients within the available staffing resource.

The resource:

- sets out the key principles and tools that provider boards should use to measure and improve their use of staffing resources to ensure safe, sustainable and productive service, including introducing the care hours per patient day (CHPPD) metric;
- identifies three updated NQB expectations that form a ‘triangulated’ approach (‘Right Staff, Right Skills, Right Place and Time’) to staffing decisions; and
- offers guidance for local providers on using other measures of quality, alongside CHPPD, to understand how staff capacity may affect the quality of care.

This safe staffing improvement resource replaces the 2013 NQB guidance “*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*”.

To help the NQB achieve the Five Year Forward View’s ambitions, the principles contained in the revised resource now also applies to the broader multi-professional workforce in a range of care settings, and in doing so, optimises productivity and efficiency while maintaining the focus on improving quality. The resource is to assist boards to help them

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assure the delivery of compassionate, effective, safe, sustainable high quality patient care. The updated resource will help to co-ordinate delivering the right staff and skills, in the right time and place.

To assist with this process members of the NQB includes:

- NHS Improvement
- Care Quality Commission
- NHS England
- National Institute for Health and Care Excellence
- Health Education England
- Public Health England
- Department of Health

The National Quality Board and its members will help oversee the programme, working closely with its members; NHS England, Authority, Monitor, Health Education England, the Care Quality Commission, NICE and the Department.

Jane Cummings (Chief Nursing Officer, NHS England) has advised that the program will utilize the NICE guidance that has already been issued. '*Safe staffing for nursing in adult inpatient wards in acute hospitals*' (July 2014) as these are important elements of the approach to ensuring safe and high quality care. NHS England are also working very closely with the CQC's to ensure that the program meets with their approval.

Spencer Hospitals will continue to review staffing resources and staff skills to ensure we provide safe, sustainable and productive staffing.

Lynn Orrin
Hospital Manager
2nd August 2016



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