






## Quality & Safety Committee –

<b>Agenda item:</b>	3.3									
<b>Presented by:</b>	Sharon McNally – Director of Nursing & Midwifery									
<b>Prepared by:</b>	Sarah Webb – Deputy Director of Nursing and Midwifery									
<b>Date prepared:</b>	13 July 2020									
<b>Subject / title:</b>	Abridged Report on Nursing and Midwifery and Care Staff Levels (Hard Truths) and an Update to Nursing and Midwifery Workforce Position									
<b>Purpose:</b>	Approval		Decision		Information	x	Assurance		x	
<b>Key issues:</b>	<p>Staffing risk rating in month: Green</p> <p>This paper sets out an abridged version of the regular nursing and midwifery retrospective staffing report for the month of June 2020 and provides an update to the workforce position (part B).</p> <p>The fill rate for overall RN/RM in month was 105.7% and overall fill rate 100.3% Fill rates have been affected by the continued reconfiguration of the Trusts bed base in relation to Covid. Temporary staff usage has decreased in line with the reduced bed base and agency fill has been limited to hard to fill areas where there is a requirement for a specialist skill such as midwifery or RMN special.</p> <p>The overall nursing vacancy position remained stable in June at 8.4% and the Band 5 rate to 6.9% as due to Covid 19 any significant recruitment activity is on hold and staff are choosing not to leave or transfer employment at this time. Revised recruitment and retention trajectory is being developed based on the changed landscape of international travel.</p>									
<b>Recommendation:</b>	The committee is asked to note the information within this report									
<b>Trust strategic objectives:</b> please indicate which of the five Ps is relevant to the subject of the report	 Patients	 People	 Performance	 Places	 Pounds					
	x	x	x		x					

<b>Previously considered by:</b>	
<b>Risk / links with the BAF:</b>	BAF: 2.1 Workforce capacity All Health Groups have both recruitment and retention on their risk registers
<b>Legislation, regulatory, equality, diversity and dignity implications:</b>	NHS England and CQC letter to NHSFT CEOs (31.3.14): Hard Truths Commitment regarding publishing of staffing data. NHS Improvement letter: 22.4.16 NHS Improvement letter re CHPPD: 29/6/18
<b>Appendices:</b>	Appendix 1: Ward level fill rates Appendix 2: Registered fill rates by month. RAG rated.

## 1.0 PURPOSE

To update and inform the Committee on actions taken to provide safe, sustainable and productive staffing levels for nursing, midwifery and care staff in June 2020. To provide an update on plans to reduce the nursing vacancy rate over 2019/20.

## 2.0 BACKGROUND

The report is collated in line with The National Quality Board recommendations (June 2016).

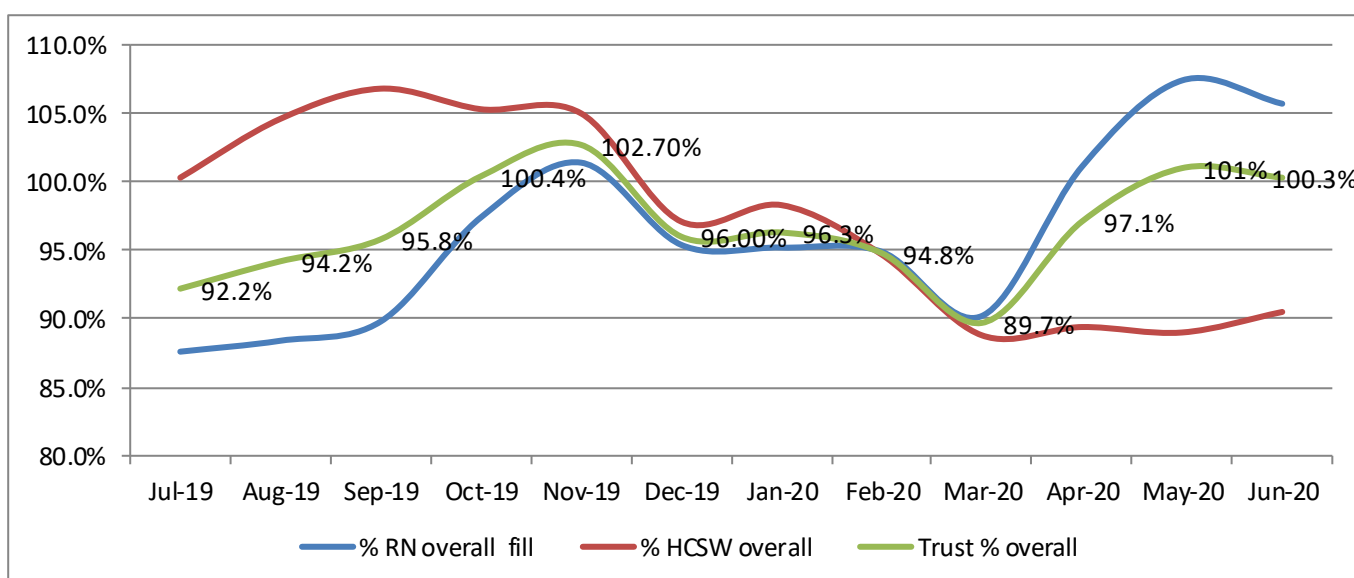
## 3.0 ANALYSIS

3.1 This report provides an analysis based on the actual coverage in hours against the agreed static demand templates for the calendar month of June 2020.

3.2 The summary position for the Trust Safer Staffing Fill rates for June 2020. The fill rate for overall RN/RM in month has decreased to 105.7%, which is a decrease of 1.7% against May 2020.

3.3 Fill rates continue to be supported in month by redeployment of nurses from closed inpatient wards and outpatients. Ward level breakdown of fill rate data is included in Appendix 1; the accuracy of this continues to be dependent on all staff moves being captured on Health Roster

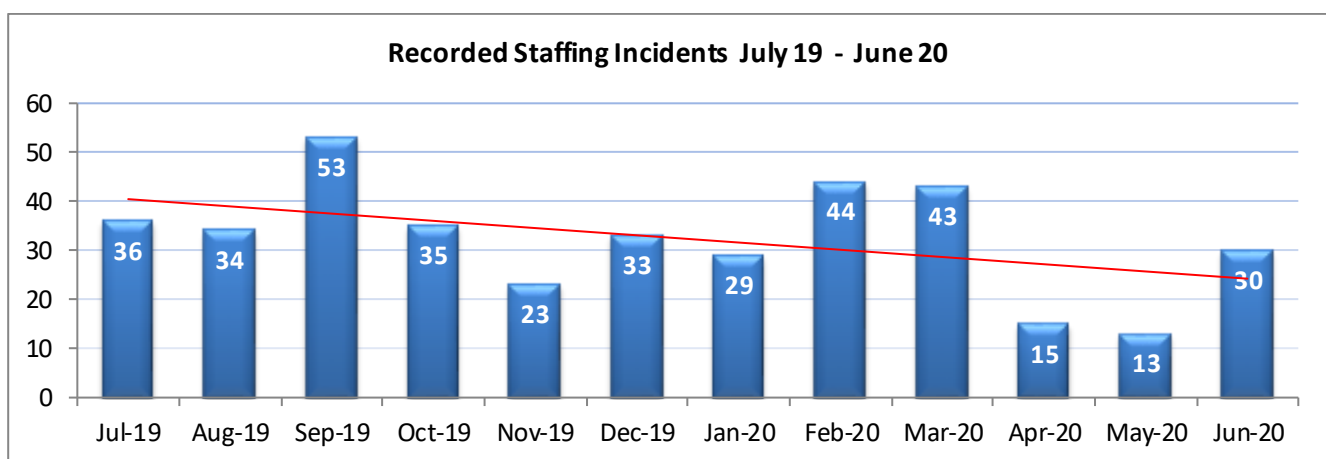
Trust average	Days RM/RN	Days Care staff	Nights RM/RN	Nights care staff	Overall RM/RN	Overall care staff	Overall ALL staff
In Patient Ward average June 20	110.1%	94%	100.4%	86.1%	105.7%	90.5%	100.3%
In Patient Ward average May 20	118.8%	94.8%	94.3%	81.9%	107.4%	89.0%	101%
Variance May – June 2020	↓8.7%	↓0.8%	↑6.1%	↑4.2%	↓1.7%	↑1.5%	↓0.7%



3.4 National reporting is for inpatient areas, and therefore does not include areas including or day units. To ensure the Board is sighted to the staffing in the emergency department, the data is included below using the same methodology as the full UNIFY report.

Trust average	Days RM/RN	Days Care staff	Nights RM/RN	Nights care staff	Overall RM/RN	Overall care staff	Overall ALL staff
ED average June 20	91%	72%	97%	83%	93.8%	76.7%	87.5%
ED average May 20	89%	81%	106%	86%	96.9%	83.5%	91.9%
Variance May - June 2020	↑2%	↓9%	↓9%	↓3%	↓3%	↓6.8%	↓4.4%

3.5 Datix reports: The trend in reports completed in relation to nursing and midwifery staffing is included below and shows an increase in June. While the significantly improved fill rates continues across the wards, the reason for this increase in staffing Datix reports is due to staff concerns about ward moves and will be monitored going forward to understand if this is the start of an upward trend . All incidents continue to be reviewed by the safety and quality review process.



3.6 Bank and Agency fill rates:

The use of NHSP continues to support the clinical areas to maximise safer staffing, though with ward closures and staff redeployment along with a greater challenge on requirements, there has been a significant reduction in secondary staffing. The main areas utilising extra staff are A&E Nursing and Maternity. The need for secondary staff is reviewed daily at the Safe Staffing daily meeting and all shifts not required are cancelled. The table below shows that there was a large decrease in registered demand (↓875 shifts) in June compared to May. While the overall demand fell by 48% the overall fill rate also reduced by 9.8% to 83.8%. June also shows a dramatic reduction in agency usage.

The HCSW demand shows a corresponding reduction in demand (↓ 672 shifts) with a slight decrease in filtrate.

**RN temporary staffing demand and fill rates : (June 2020 data supplied by NHSP 2.7.2020)**

Last YTD Month & Year	Shifts Requested	NHSP Filled Shifts	% NHSP Shift	Agency Filled Shifts	% Agency Filled Shifts	Overall Fill Rate	Unfilled Shifts	% Unfilled Shifts
January 20	4324	1903	44.0%	993	23.0%	67.0%	1428	33.0%
February 20	4332	2276	52.5%	939	21.7%	74.2%	1,117	25.8%
March 20	5001	2461	49.32%	945	18.9%	68.1%	1,595	31.9%
April 20	3484	1684	48.3%	714	20.5%	68.8%	1086	31.2%
May 20	1857	1401	75.4%	337	18.1%	93.6%	119	6.4%
<b>June 20</b>	<b>982</b>	<b>748</b>	<b>76.2%</b>	<b>75</b>	<b>7.6%</b>	<b>83.8%</b>	<b>159</b>	<b>16.2%</b>
June 19	3597	1744	48.5%	1181	32.8%	81.3%	672	18.7%

## HCA temporary staffing demand and fill rates: (June 2020 data supplied by NHSP 2.7.2020)

Last YTD Month & Year	Shifts Requested	NHSP Filled Shifts	% NHSP Shift	Agency Filled Shifts	% Agency Filled Shifts	Overall Fill Rate	Unfilled Shifts	% Unfilled Shifts
January 20	2732	1855	67.9%	0	0%	67.9%	877	32.1%
February 20	2773	1910	68.9%	0	0%	68.9%	863	31.1%
March 20	3182	2037	64.0 %	0	0 %	64.0 %	1,145	36.0 %
April 20	2352	1391	59.1%	0	0%	59.1%	961	40.9%
May 20	1314	1095	83.3%	0	0%	83.3%	219	16.7%
<b>June 20</b>	<b>642</b>	<b>532</b>	<b>82.9%</b>	<b>0</b>	<b>0</b>	<b>82.9%</b>	<b>110</b>	<b>17.1%</b>
June 19	2308	1837	79.6%	0	0	79.6%	471	20.4%

### B: Workforce:

#### Nursing Recruitment Pipeline

The overall nursing vacancy rate in June remained static at 8.4%. Bulk International nurse recruitment remains on hold due to Covid 19 travel restrictions but one overseas nurse managed to join the Trust in June. Overseas nurses who joined prior to Covid who had not sat their OSCE have now been invited to sit the test and will then join the NMC nursing register. We have 84 nurses in our international pipeline of which 13 have their visas secured and are waiting for travel restrictions to be lifted and a further 8 whose visas are in progress. The recruitment and retention nurse is working with the facilities team to explore options to support nurses who arrive and need to quarantine for 14 days on site.

there is a targeted domestic recruitment campaign for HCSW where there is a vacancy across inpatient wards of 70WTE as well as for experienced RN's for ED and RM's for Maternity as both areas have higher than average vacancy rates. There are currently 27 HCSW in the recruitment pipeline.

Turnover rates continue to remain low as follows:

Voluntary Turnover	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
Nursing & Midwifery	12.37%	11.33%	11.31%	10.92%	10.43%	9.49%	10.16%	10.80%	10.76%	10.53%	10.18%	10.12%
Unregistered Nursing	16.08%	14.89%	13.95%	12.63%	12.75%	11.52%	12.63%	13.05%	12.33%	12.31%	12.41%	11.40%

A revised recruitment and retention programme is being developed for 2020/21 to take into account the impact of Covid 19 restrictions and the PDT team are working on developing a Band 5 to 6 rapid development programme. Due to Covid requiring the team to focus on upskilling staff as they are reallocated across the wards progress has been slower than hoped. It is the intention that a programme will be in place from March 2021.

#### 4.0 RECOMMENDATION

##### 5.0

The Board is asked to receive the information describing the position regarding nursing and midwifery recruitment, retention and vacancies and note the plan to review and make further recommendations to improve the trajectory.

**Author:** Sarah Webb, Deputy Director of Nursing and Midwifery

**Date:** 13<sup>th</sup> July 2020

## Appendix 1.

### Ward level data: fill rates June 2020.

Appendix 1 has captured the fill rate at ward level, the accuracy of this data is dependent on all ward / staff moves and redeployment being captured and recorded accurately in Health Roster.

Chamberlen Ward, Labour Ward, Samson Ward and Birthing Unit ward level data has been collated and reported as Maternity; this gives a more accurate picture and reflects the way Maternity works.

**Analysis of areas with red fill rates has not been undertaken this month as there is still a number of DQ issues with the data due to the number of ward moves across the month.**

Ward name	Day		Night		% RN overall fill rate	% overall HCSW fill rate	% Overall fill rate
	Average fill rate - registered nurses/midwives (%)	Average fill rate - care staff (%)	Average fill rate - registered nurses/midwives (%)	Average fill rate - care staff (%)			
ITU & HDU	99.5%	97.1%	88.5%	86.7%	94.0%	91.9%	93.8%
Winter Ward	142.1%	111.1%	112.1%	87.7%	129.4%	101.5%	117.2%
Nightingale Ward	199.8%	140.8%	163.2%	106.4%	182.3%	124.4%	157.5%
Lister Ward	128.6%	97.2%	104.2%	87.8%	118.2%	93.4%	107.4%
Fleming Ward	95.1%	96.0%	91.3%	73.6%	93.3%	86.9%	90.7%
Harvey Ward	96.5%	68.3%	116.7%	74.1%	115.2%	71.1%	94.9%
Saunders Unit	95.2%	74.3%	90.7%	74.4%	93.0%	74.4%	85.3%
Locke Ward	99.8%	79.0%	103.4%	76.7%	101.3%	78.0%	91.1%
Ray Ward	93.2%	83.7%	102.1%	97.2%	96.9%	89.2%	93.5%
Penn Ward	113.5%	112.1%	116.8%	133.3%	114.9%	120.1%	116.8%
Tye Green Ward	117.2%	108.4%	100.0%	102.3%	110.1%	105.9%	108.4%
Harold Ward	102.2%	59.1%	93.3%	71.2%	98.2%	64.0%	82.7%
Kingsmoor Ward	122.6%	124.7%	105.8%	87.8%	114.6%	107.1%	111.3%
Neo-Natal Unit	104.3%	126.7%	101.4%	136.7%	102.8%	131.7%	107.6%
Dolphin Ward	110.0%	119.4%	100.1%	114.6%	105.8%	117.0%	108.3%
Maternity	101.0%	85.6%	87.7%	65.3%	94.7%	75.8%	89.5%
<b>Trust total</b>	<b>110.1%</b>	<b>94.0%</b>	<b>100.4%</b>	<b>86.1%</b>	<b>105.7%</b>	<b>90.5%</b>	<b>100.3%</b>

## Appendix 2

Ward level data was not collated for March, April and May 2020

Chamberlen Ward, Labour Ward, Samson Ward and Birthing Unit ward level data has been collated and reported as Maternity; this more accurately reflects the way Maternity currently works.

