

Introduction

In January 2014 the Royal Free London NHS Foundation Trust board considered the Government response to the Mid-Staffordshire NHS Foundation Trust Public Inquiry, *Hard Truths – The Journey to Putting Patients First* and the guidance published by the National Quality Board and the Chief Nursing Officer, *How to ensure the right people with the right skills are in the right place at the right time*. Hard Truths sets out the Government's requirement that from April 2014 and by June 2014 at the latest, NHS trusts will publish ward level information on whether they are meeting their staffing requirements and board's should receive a monthly report concerning the same. Every six months Trust boards will be required to undertake a detailed review of staffing using evidence based tools. The Royal Free Board considered the outcome of the last staffing review at its meeting in May 2015 and the next bi-annual report will be discussed at the November board meeting. This report provides information on planned versus actual nurse staffing for June 2015.

National reporting requires that the trust submits data on NHS wards and therefore the private practice wards on the Royal Free hospital site have not been externally reported but are included in this report.

Planned versus actual staffing

The overall trust summary of planned versus actual hours for June was 16% more actual hours used than planned.

Site specific data is as follows:

The total number of actual hours at each site was:

- Royal Free Hospital 131,599 hours
- Barnet Hospital 107,767 hours
- Chase Farm Hospital 23,633 hours

The planned versus actual (registered nurse and health care assistant) at each site was:

- Royal Free Hospital 0.7% less actual hours than planned
- Barnet Hospital 22% more actual hours than planned
- Chase Farm Hospital 25% more actual hours than planned

The breakdown between registered and health care assistants for May by site was:

Royal Free Hospital

- Registered nurses 1.5% less actual hours than planned
- Health care assistants Actual = planned

Barnet Hospital

- Registered nurses 5% more actual hours than planned
- Health care assistants 38% more actual hours than planned

Chase Farm Hospital

- Registered nurses 14% less actual hours than planned
- Health care assistants 64% more actual hours than planned


Registered nurse agency staff

The % of total registered nurse hours worked by agency staff across all sites for May was 13.6%. In April it was 19.2%. There is significant variation between the wards ranging from 0% to 38%.

On 1 September 2015 Monitor wrote to the trust advising of the rules for nursing agency spending and setting out the spending ceiling for the trust. The rules are an annual ceiling for total nursing agency spending for each trust and a mandatory use of approved frameworks for procuring agency staff. The implementation of price caps will be later in 2015. The rules apply to all NHS trusts, NHS foundation trusts receiving interim support from the Department of Health and NHS foundation trusts in breach of their licence for financial reasons. All other NHS foundations trusts have been strongly encouraged to comply.

For each trust an annual limit for agency nursing expenditure as a percentage of total nursing spend has been set. For the purpose of the ceiling rule, nursing is defined as registered general and specialist staff, midwives and health visitors.

The ceilings for the trust are:

 Trust name	Q3/4 2015/16	2016/17	2017/18	2018/19
Royal Free London NHS Foundation Trust	8%	6%	4%	3%

Each division has a planned agency reduction trajectory aligned with the recruitment pipeline. There are currently 355 nursing staff in the recruitment pipeline. The approval process for agency staff has been reviewed with new rules applied.

Safe Staffing

Out of a minimum of 3060 shifts there were 4 reported shifts (0.13%) where the nurse: patient ratio fell below 1:8 on a day shift or 1:10 on a night shift. There were 3 night shifts on Juniper with a ratio of 1:12 and 1 on Larch with a ratio of 1:11. There were no reported patient safety incidents on these occasions.

Substantive ward sister/charge nurse vacancies

The following ward does not currently have a substantive ward sister or charge nurse in post: Mulberry (oncology, Barnet Hospital), the band 6 junior sisters are rotating into this post supported by the ward matron. The post is currently being advertised but recruitment has been unsuccessful in the past.

11 south (haematology, Royal Free Hospital) has an interim ward sister in post.

Planned versus actual staffing

The tables below shows the planned versus actual hours for June 2015.

ITU, Royal Free Hospital

The overall planned versus actual staffing for ITU on the Royal Free site shows a 79% fill rate. If this is looked at by registered nurse and health care assistants it can be seen that for registered nurses there was a 98.5% planned versus actual rate but for health care

assistants it was 59.4%. In context, if the ITU is full they plan for 37 registered nurses and 3 health care assistants.

Galaxy ward, paediatrics, Barnet Hospital

The overall planned versus actual staffing for Galaxy was 79%. This was due to lower than usual bed occupancy. At all times the staffing levels maintained a 1:4 nurse patient ratio during the day and 1:5 at night.

Transplantation and Specialist Services June 2015								
Ward	Beds	Registered nurse to patient ratio Day Shift	Percent of actual vs total planned shifts (RN + HCA)	% of RN hours filled by agency staff	Falls	Pressure ulcers	Attributable Cdiff	FFT Score
9 West	26	1:4	94%	19%	3	1	0	88%
10 North	33	1:4.7	104%	32%	5	0	0	81%
11 West	22	1:4.8	101%	38%	1	0	0	82%
11 South	19	1:3.8	114%	13%	4	1	0	100%
11 East	24	1:4.8	130%	14%	1	1	0	94%
10 East		1:3.4	91%	13%	2	0	0	93%
10 South	25	1:6.25	95%	13%	7	0	0	85%
5 East B	10	1:5	97%	3%	0	0	0	87%
Mulberry	13	1:3	110%	8%	3	0	0	92%

Surgery and Associated Services June 2015								
Ward	Beds	Registered nurse to patient ratio Day Shift	Percent of actual vs total planned shifts (RN + HCA)	% of RN hours filled by agency staff	Falls	Pressure ulcers	Attributable Cdiff	FFT Score
7 East A	20	1:5	111%	13%	2	0	0	83%
7 East B	13	1:4.3	97%	8%	1	0	0	85%
7 West	32	1:4.7	96%	18%	2	0	0	82%
7 North	32	1:4.7	120%	19%	3	0	0	85%
Beech	24	1:8	131%	1%	5	4	0	82%
Canterbury	25	1:6.25	111%	7%	1	0	0	98%
Cedar	24	1:6	132%	6%	4	1	0	90%
Damson	24	1:8	143%	13%	2	0	0	87%
Wellington	39	1:6.5	82%	0%	0	0	0	94%

Urgent Care June 2015								
Ward	Beds	Registered nurse to patient ratio Day Shift	Percent of actual vs total planned shifts (RN + HCA)	% of RN hours filled by agency staff	Falls	Pressure ulcers	Attributable Cdiff	FFT Score
9 North	32	1:5.3	98%	24%	6	0	0	79%
8 West	36	1:5.1	100%	24%	7	0	0	91%
8 North	32	1:4	117%	28%	1	2	0	86%
10 West	27	1:5	131%	2%	1	1	0	90%
8 East	26	1:4.3	98%	37%	3	2	0	75%
6 South	28	1:4	99%	18%	4	0	0	95%
ITU (RF)	vary	1:1/1:2	79%	22%	0	5	0	n/a
Adelaide	25	1:6.25	126%	6%	5	0	0	72%
Capetown	36	1:5.1	134%	6%	5	0	0	100%
CCU	8	1:2	103%	4%	3	0	0	100%
CDU	24	1:4.8	164%	33%	3	0	0	89%
ITU (BH)	vary	1:1/1:2	105%	26%	0	3	0	n/a
Juniper	24	1:4.8	137%	12%	3	2	1	78%
Larch	22	1:5.5	140%	23%	2	0	1	71%
Napier	38	1:6.3	164%	10%	5	0	0	50%
Olive	22	1:5.5	145%	10%	10	1	1	67%
Palm	22	1:5.5	115%	8%	3	0	0	100%
Quince	24	1:4.8	131%	22%	3	0	0	90%
Rowan	24	1:4.8	107%	4%	0	0	0	87%
Spruce	24	1:6	158%	19%	7	1	0	91%
NRC	15	1:7.5	119%	25%	0	1	0	
Walnut	24	1:6	110%	12%	1	1	0	92%

Womens and Childrens June 2015								
Ward	Beds	Registered nurse to patient ratio Day Shift	Percent of actual vs total planned shifts (RN + HCA)	% of RN hours filled by agency staff	Falls	Pressure ulcers	Attributable Cdiff	FFT Score
6 North	20	1:4	98%	19%	0	0	0	n/a
5 South	31	1:8	98%	3%	0	0	0	94%
Neonate	RFH	vary	96%	0%	0	0	0	n/a
Galaxy	30	1:4	79%	20%	0	0	0	n/a
Neonate	BH	vary	93%	0%	n/a	0	0	n/a
Delivery	BH	n/a	109%	6%	0	0	0	100%
Willow	16	1:5.3	137%	11%	2	0	1	86%
Victoria	48	1:8	92%	18%	0	0	0	100%

Private Practice June 2015								
Ward	Beds	Registered nurse to patient ratio Day Shift	Percent of actual vs total planned shifts (RN + HCA)	% of RN hours filled by agency staff	Falls	Pressure ulcers	Attributable Cdiff	FFT Score
12 Wesr	15	vary	99%	10%	1	0	0	100%
12 South	16	1:4	99%	11%	0	1	0	100%
12 East B	12	vary	95%	30%	0	0	0	100%