**Nursing Staffing Council 07/24/12**

Highlighted portions shows analysis through meeting that addresses patient needs and staffing

0800- 0900

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| **Present:** | Pam Assid, Cln. Mgr. SFMC ED  April Buxa, ANM, SFMC ED  Roni Ferrenberg, RN PH Critical Care  Kathryn Griffin. RN CVU  Keith Humble, Finance  Kelly Ledbetter, Dir. Perioperative Services, SFMC | | Kate McCord, CNO  Manuela Metzler, Mgr Staffing  Rose Ann Moore, Dir Nursing Services, PH  Ernestine Nichols, RN, 7th  Jennifer Robertson, Cln. Mgr. Critical Care  Kari Taylor, RN L&D Absent: Highlighted | | |
| **Reflection** | Manuela Metzler – God’s boxes - | | | | | |
| **Call to Order** | Meeting was called to order at 0800 by Kate McCord | | | | | |
| **Review of Minutes** | Send changes to Jill – approved – | | | | | |
| **Agenda Items** | | Discussion | | **Actions** | **Follow-up** | |
| NDNQI Data Review | | Reviewed PH nursing unit data compared to National benchmarks – staffing and out- come data  Looked at unit breakdowns – 7th staffing is lower than national benchmark floor, Critical Care low - staffing triples  7th floor tend to staff more CNA – see outcomes on report | | Working with Finance to adjust staffing ratios – possibility of adding hours to med/surg areas – trends show a need on 5th and 7th  Data is gathered through manager input – suggest we may get more accurate data from Finance – will f/u with Deb | Kate | |
| Staffing Plans—Provision of Care | | Status – Rose Ann has reports and is fine tuning the plans – getting them cleaned up and unit specific. Plans are fluid, reports will always need to be updated | | Will make report entries beige – titles not names  Will be ready when the State comes to visit  Need signatures | Rose Ann | |
| Review ANA Safe Staffing Principles | | See handout - This is referenced in the Plan of Care – not sure staff can articulate at this time – covers safety, ratios, certification, education, shared decision making, acuities, culture, RBC, transport, technology, residency program, ethics, turnover rate, overtime, outside float pool, regulation compliance, staff satisfaction, | | Have given this report to the CFO  Clairvia is still working on adding acuities to staffing ratios | Kate | |
| Overtime & Absenteeism Data—Manuela Metzler | | See attached – reports reviewed – reports available to all managers through Clairvia –– data reported is actual, pulled from Kronos  Sick/Absence report – need to read report, look at data and determinate the actual total per policy – occurrences verses individual dates  OVT will show totals per individual – helps show trends – these are clear concise reports | | Managers can pull these reports upon demand  Data can be exported into excel reports for specialized reports | Manuela | |
| Staffing Ratios | | Follow Up | | Looking at costs, CFO is taking request to Denver for approval  Kate will be meeting with CFO monthly – more to come | Kate | |
| HCA Process for Census Data | | ADT – Admission, discharge, transfer – see HCA formula attached – midnight censes, transfer out, discharges, observation hours  Huge issues with discharges, transfers, observation pts hours not currently a part of the stat data calculation | | Will ask about extended stay hours  Will invite Advisory Board to present to managers  Will ask other facilities in Colorado if they are using this formula  Will take to Finance | Kate | |
| Joint Commission Concerns | | Fatigue in nursing staff – see handout presentation  Study shows - OVT can increase errors & med errors, sleep deprivation has a direct correlation to errors, drossy driving, decline in performance  HR states there is no issue with allowing breaks, naps - concern that not all staff can benefit and associate abuse of naps | | What can we do?  Develop a strict sleep requirement program-Strategic Naps – see handout -We may want to do research project – a correlation of errors/sleep patterns  Set up an environment conducive to rest  Culture shift – peer support of rest |  | |