

Appendix A	Annual Presentation of Nurse Staffing Levels to the Board									
Health Board	Cwm Taf Morgannwg UHB (CTMUHB)									
Date of annual presentation of Nurse Staffing Levels to Board	25 th November 2021									
Period covered	1 st October 2020 to 30 th September 2021.									
<p data-bbox="103 379 434 539">Number and identity of section 25B wards during the reporting period.</p> <ul data-bbox="103 579 434 911" style="list-style-type: none"> <li data-bbox="103 579 434 687">• Adult acute <u>medical</u> inpatient wards <li data-bbox="103 707 434 815">• Adult acute <u>surgical</u> inpatient wards <li data-bbox="103 834 434 911">• Paediatric inpatient wards ** 	<p data-bbox="483 379 2096 488">Appendix B of this report lists the nurse staffing levels for all wards that have been included under Section 25B of the Nursing Staffing Level (Wales) 2016 Act (hereafter referred to in this document as the 2016 Act), during the period 1st October 2020 to 30th September 2021.</p> <p data-bbox="483 536 2130 724">The Covid-19 pandemic has resulted in extreme and unprecedented pressures across all areas of CTMUHB. This has required new ways of working and models of care in order to respond and meet these challenges that the Organisation experienced during this reporting period. This required an extremely flexible approach to the deployment of the nursing workforce across the Health Board site and some wards have been repurposed more than once to accommodate the clinical demands.</p> <p data-bbox="483 772 2029 839">The table below identifies the number of wards that are included under Section 25B of the 2016 Act during the time period above.</p> <table border="1" data-bbox="546 884 1933 1129"> <thead> <tr> <th data-bbox="546 884 1476 960"></th> <th data-bbox="1480 884 1686 960">Oct 2020</th> <th data-bbox="1691 884 1933 960">Sept 2021</th> </tr> </thead> <tbody> <tr> <td data-bbox="546 963 1476 1040">Number of Acute Medical inpatient Wards under section 25B</td> <td data-bbox="1480 963 1686 1040">15</td> <td data-bbox="1691 963 1933 1040">18</td> </tr> <tr> <td data-bbox="546 1043 1476 1120">Number of Acute Surgical inpatient Wards under section 25B</td> <td data-bbox="1480 1043 1686 1120">14</td> <td data-bbox="1691 1043 1933 1120">16</td> </tr> </tbody> </table> <p data-bbox="495 1177 2085 1366">To note during this reporting period, 21 wards have either moved or been repurposed to ensure provision of safe care is provided to all patients suffering with Covid-19 as well those who are not (COVID-19 RAG rating). A letter issued by the Chief Nursing Officer (CNO) to all Health Boards in October 2020 confirmed that wards would remain within Section 25B of the Act unless they have been repurposed for Critical Care or high care (non-Invasive Ventilation (NIV) capacity) only.</p>		Oct 2020	Sept 2021	Number of Acute Medical inpatient Wards under section 25B	15	18	Number of Acute Surgical inpatient Wards under section 25B	14	16
	Oct 2020	Sept 2021								
Number of Acute Medical inpatient Wards under section 25B	15	18								
Number of Acute Surgical inpatient Wards under section 25B	14	16								

Within CTMUHB the following wards have been repurposed for Covid-19 red/NIV areas therefore have been removed from Section 25B during this reporting period:

- Ward 3, Prince Charles Hospital
- Ward 10, Princess of Wales
- Ward 3, Royal Glamorgan Hospital

Nursing establishments for Section 25B wards. (Reporting period October 2020 – September 2021).

The tables below provide a summary of the ward establishments for each 25B ward by each Intergraded Locality Group (ILG). A more detailed overview is provided in Appendix B. Please note that the wards establishment have been tracked by their last ward location in Sept 2021 and have then been tracked backwards across there reporting period (i.e. RGH ward 5 was on ward 20).

Merthyr and Cynon Integrated Locality Group

Prince Charles Hospital has 10 wards (previously 9) that are included within Section 25B the 2016 Act

Section 25B Inpatient Acute Medical wards

Medical Wards at Prince Charles Hospital						
Ward	Oct-20		Apr-21		Sep-21	
	RN	HCSW	RN	HCSW	RN	HCSW
2	20.9	14.21	20.9	14.21	20.9	14.21
7	20.9	14.21	20.9	14.21	20.9	14.21
9	20.9	14.21	20.9	14.21	20.9	18.9
10	20.9	17.06	20.9	17.06	20.9	17.06
11	20.9	14.21	20.9	14.21	20.9	14.21
12	23.74	17.06	23.74	17.06	23.74	17.06

- In May 2021, using the triangulated methodology prescribed within the 2016 Act, ward 9 increased the HCSW establishment by 5.69wte.

Section 25B inpatient Acute Surgical Wards

Surgical Wards at Prince Charles Hospital						
Ward	Oct-20		Apr-21		Sep-21	
	RN	HCSW	RN	HCSW	RN	HCSW
3	18.06	14.21				
5	20.9	14.21	20.9	14.21	20.9	14.21
6	20.9	14.21	20.9	14.21	20.9	14.21
8	20.9	14.21	20.9	14.21	20.9	19.9
PESU			12.37	8.53	12.37	8.53

- Using the same triangulated approach, ward 8 increased its HCSW establishment by 5.69wte.
- A dedicated Pre-Elective Surgical Unit (PESU) has been created to facilitate a pathway for non-complex elective patients who require an overnight stay. This area is included in Section 25B of the 2016 Act
- Ward 3 has been repurposed into a High Care area for Covid-19 Positive patients who require NIV/APG therefore has been removed from Section 25B.

Rhondda and Taf Ely Integrated Locality Group

The Royal Glamorgan Hospital has 11 wards (Previously 11) that are included within Section 25B of the 2016 Act.

Section 25B inpatient Acute Medical Wards

Medical Wards at Royal Glamorgan Hospital						
Ward	Oct-20		Apr-21		Sep-21	
	RN	HCSW	RN	HCSW	RN	HCSW
5	20.9	19.9	20.9	19.9	20.9	19.9
12	20.9	19.9	20.9	19.9	20.9	19.9
14	20.9	19.9	20.9	19.9	20.9	19.9

19	20.9	19.9	20.9	19.9	20.9	19.9
20			20.9	19.9	20.9	19.9

- Ward 20 was previously situated on ward 15 and has been repurposed from a rehabilitation ward into an acute medical ward.

Section 25B Inpatient Acute Surgical Wards

Surgical Wards at Royal Glamorgan Hospital						
Ward	Oct-20		Apr-21		Sep-21	
	RN	HCSW	RN	HCSW	RN	HCSW
1	20.9	17.06				
2	18.08	17.08			20.9	19.9
3	20.9	17.06				
6	20.9	17.06	20.9	17.06	20.9	17.06
8	20.9	19.09	20.9	19.9	20.9	19.09
9	15.21	8.53	20.9	14.21	20.9	14.21
10 & 11	0	0	17.06	14.21	21.12	16.24
15	14.24	10.56			14.21	10.56

- Ward 1 has been repurposed to create an Acute Medical Unit and is therefore no longer reported under the section 25B.
- Ward 3 has been repurposed to create a high care respiratory NIV unit and is therefore no longer reported under the section 25B.
- Ward 2 has increased its staffing levels to accommodate an increase in beds.
- Ward 9 has increased its bed base and the staffing levels have reflected this change
- Ward 10 & 11 is a surgical elective 'Green ward' that has a combined staffing level for both areas. Ward 11 is predominately a day case surgical area however their staffing is combined and flexed accordingly.

Bridgend Integrated Locality Group

The Princess of Wales Hospital has 13 ward (Previously 11) that are included within the Section of the 2016 Act.

Section 25B inpatient Acute Medical Wards

Medical wards at Princess of Wales Hospital						
Ward	Oct-20		Apr-21		Sep-21	
	RN	HCSW	RN	HCSW	RN	HCSW
4	28.24	13.62	28.24	16.34	28.24	16.34
5	20.07	13.62	20.07	13.62	20.07	13.62
6	21.07	13.62	20.7	13.62	20.07	13.62
7	20.07	13.62	20.07	13.62	20.07	16.34
8	20.07	13.62	20.07	13.62	20.07	13.62
9					21.79	16.34
10	25.51	13.62	20.07	13.62	24.06	13.62
15			14.62	19.07	14.62	19.07

- Ward 4 has seen an uplift in the HCSW workforce by 3.32 wte.
- Ward 7 has seen it HCSW uplifted by 3.32 wte
- Ward 9 moved to ward 11 in January 2021 where the bed capacity was reduced from 28 to 20 beds and a staffing re-calculation was undertaken. In July 2021, the ward transferred back to ward 9 and then 10 July 2021 with a staffing re-calculation to reflect the increase in bed numbers.
- Ward 9 opened in July 2021 as a Covid-19 'Red ward' for NIV patients, therefore is no longer reported under the section 25B.
- In April 2021, ward 15 was repurposed from a rehabilitation ward into a care of the elderly ward.

Section 25B Inpatient Acute Surgical Wards

Surgical wards at Princess of Wales Hospital						
Ward	Oct-20		Apr-21		Sep-21	
	RN	HCSW	RN	HCSW	RN	HCSW
11	20.07	13.62	20.07	13.62	20.07	13.62
18	20.07	13.62	20.07	13.62	20.07	16.34
19	20.07	13.62	20.07	13.62	20.07	13.62
20	20.07	13.62	20.07	13.62	20.07	13.62
21			11.89	10.89	11.89	10.89
Bridgend Clinic	11.89	2.72	11.89	2.72	11.89	10.89

- In April 2021, ward 21 was set up as a 'Green' elective surgical ward with 14 beds and has been included within Section 25B.
- The Bridgend clinic has seen an increase in HCSW since May 2021 following a professional nursing review by the ILG Nurse Director.

The extension of the second duty of the 2016 Act to include paediatric inpatient wards from 1st October 2021 has seen an increase of Section 25B wards from 34 to 37, with the addition of 3 paediatric inpatient wards. The paediatric wards nurse staffing levels were calculated using the recommended triangulated methodology and was presented to the Board in 25th September 2021 (Appendix C)

Ward	Aug 21		Sep 2021	
	RN	HCSW	RN	HCSW
RGH Ward 17	23.74	5.69	29.43	5.69
PCH Ward 31	20.9	5.69	35.11	7.72
PoWH – Children ward	29.43	5.69	29.43	5.59

	<p>The paediatric wards have secured funding to recruit 25 student nurses from the student streamlining process across the 3 ward areas, but there remains a registered nurse deficit of 13WTE and 4.17WTE HCSW. PoWH is fully established with RNs however there is a requirement to realign the Band 5 and Band 6 workforce.</p>
<p>Using the triangulated approach to calculate the nurse staffing level on section 25B wards</p>	<p>The triangulated methodology prescribed in the section 25C of the 2016 Act sets out the principles to calculating the nurse staffing levels. There is also a requirement to undertake at least 6-monthly calculations for each ward within Section 25B of the Act. Due to the ongoing Covid-19 pandemic, the Welsh Government did not mandate the requirement for the bi-annual report to be submitted in January 2021 but left this to the discretion of each Health Board. In accordance with the 'Once for Wales' approach Executive Nurse Directors agreed that their organisations would defer the bi-annual audit and subsequent calculations of nurse staffing levels until June 2021.</p> <p>To maintain oversight with compliance of the 2016 Act, CTMUHB conducted a review of their Section 25B wards in February/March 2021, where calculations were heavily reliant on the professional judgement of the Ward Sisters/Senior/Lead and Heads of Nursing to complete the nurse staffing establishment templates.</p> <p>For each inpatient ward identified under Section 25B for the June 2021 bi-annual acuity audit, data capture from various systems was collated and analysed to assess compliance with the nurse staffing recommendations. The following areas were considered and explored with the Ward Sister, Senior Nurse and Lead Nurse responsible for the ward and the Heads of Nursing from the each acute hospital to aid the report.</p> <ul style="list-style-type: none"> • Current nurse staff availability, including staff not included in the core roster such as supervisory ward manager and ward administrators (in PoW only). • Patient acuity data for the month of June 2021. • Care quality indicators data from the previous 24 months (falls, medication errors, pressure damage and serious incidents). • Workforce related metric data, mandatory training compliance, vacancy, recruitment and sickness. • Information relating to patient flow, patient acuity and care quality metrics via the IT performance reporting system 'Qlik Sense', a system which allows live information to be available to the Ward Managers, Heads of Nursing and ILG Nurse Directors for review.

- Assurance of compliance that all workforce models included in the Nurse Staffing Levels Act have an uplift of 26.9% and supernumerary Band 7 Ward Sister/Charge nurse calculated within the overall workforce plan for that ward.
- The planning templates have been discussed and ratified by the Ward Sister/Charge Nurse, senior nurses, Heads of Nursing and by the ILG Directors of Nursing. The final templates are endorsed by the Executive Nurse Director.

Finance and workforce implications

There has been a number of changes to ward function, nursing staffing Act status and capacity during the last year that been outlined in appendix B.

Any changes to ward establishments that have financial implications are discussed within the ILG's and will be presented by the ILG Nurse Director at Management Board if establishments need to be permanently increased. The Exec Nurse Director, will recommend to the main board if deemed appropriate.

Paediatric establishments

The financial plan for 21/22 included an estimate of the additional funding needed in order to ensure compliance with the Nurse Staffing Levels (2016) Act (£0.9m in 21/22 and £2.1m recurrently from 22/23 onwards). The initial estimate has now been slightly revised based on the most recent review of staffing requirements and this is summarised in the table below:

	Initial Estimate £k	Revised Estimate £k
PCH	1,019	1,006
RGH	519	519
POW	544	544
Total	2,082	2,069

Please note these figures are based on 2020/21 pay-scales and provision will need to be made for the 2021/22 pay award.

To date £0.880m recurrent funding has been released to delegated budgets to fund the recruitment commitments from student streamlining, it is now recommended that the remaining funding be released recurrently to cover the remaining recruitment requirements.

Conclusion & Recommendations

The impact of the Covid-19 pandemic has been significant for wards under section 25B, many continue to be affected and repurposed. As Wales starts to emerge from the pandemic, wards under section 25B will continue to face challenges for many months ahead as part of the Covid-19 recovery plan.

The Nurse Staffing Level Wales (2016) Act bi-annual acuity audit conducted in June 2021 identified challenges when comparing the acuity audit data analysis, as a consequence of the ongoing pandemic some wards under Section 25B were not running at full capacity, were closed, or repurposed to meet the patient needs and changing demands on the system to ensure patients safety was and continues to be maintained. Following the bi-annual audit in June 2021 any temporary changes to nursing establishments have been implemented and authorised by the ILG Directors and by the Executive Nurse Director.

The Board is asked to

- **NOTE** the position of the Health Board against its responsibilities within the NSLWA with regard to the June 2021 bi-annual acuity audit.
- **NOTE** the conclusions and recommendations that have been reported within this report.

The work programme for CTMUHB wards under section 25B of the 2016 Act for 2021/22 will be:

- Implement and roll out of the new allocate Safe Care Module across the Health board. Section 25B wards will be in the first phase of the roll out programme.
- Close review and monitoring of the paediatric inpatient wards and provide support with their first bi-annual acuity audit.

