

Appendix B:

Summary of Nurse Staffing Levels for wards where Section 25B applies

Health Board/Trust:	Name: Cwm Taf Morgannwg UHB	
Period being reported on :	Start date: Oct 1 st 2020	End Date: Sept 30 th 2021
Number of wards where section 25B has applied during the period:	Medical:18	Surgical:16
	PCH wards – 2, 7, 9, 10, 11, 12 RGH wards – 5, 12, 14, 19, 20 PoWH wards – 4, 5, 6, 7, 8, 10, 15	PCH wards –5, 6, 8, PESU RGH wards – 2, 6, 8, 9, 10&11, 15 PoWH wards – 11, 18, 19, 20, 21, BC

*Supernumerary i.e. 1 WTE supernumerary ward sister/charge nurse included in the establishment

Medical Wards at Prince Charles Hospital

Ward	Planned Roster			Required Establishment at the start of the reporting period (October 2020)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Planned Roster			Required Establishment at the end of the reporting period (Sept 2021)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the end of the reporting period?*	Biannual calculation cycle reviews, and reasons for any changes made			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
		RN	HCSW	RN WTE	HCSW WTE			RN	HCSW	RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
PCH Ward 2	E	4	3	20.9	14.21	Yes	E	4	3	20.9	14.21	Yes	Yes	No		NA	Choose an item.	
	L	4	3				L	4	3									
	N	3	2				N	3	2									
PCH Ward 7	E	4	4	20.9	17.06	Yes	E	4	3	20.9	14.21	Yes	Yes	No		No	No	Repurposed to take all acute Covid admission
	L	4	4				L	4	3									
	N	3	3				N	3	2									
PCH Ward 9	E	4	3	20.9	14.21	Yes	E	4	4	20.9	18.9	Yes	Yes	No		Yes	Yes	Ward acuity and dependency reviewed
	L	4	3				L	4	4									
	N	3	2				N	3	3									
PCH Ward 10	E	4	3	20.9	17.06	Yes	E	4	3	20.9	17.06	Yes	Yes	No		NA	NA	
	L	4	3				L	4	3									
	N	3	3				N	3	3									

E = Early shift	L = Late shift	TW = Twilight shift	LD = Long Day	N = Night duty
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The number of staff per shift needs to be entered. The information should reflect the information on the informing patient template.

Ward	Planned Roster			Required Establishment at the start of the reporting period (October 2020)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Planned Roster			Required Establishment at the end of the reporting period (Sept 2021)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the end of the reporting period?*	Biannual calculation cycle reviews, and reasons for any changes made			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
		RN	HCSW	RN WTE	HCSW WTE			RN	HCSW	RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
PCH Ward 11	E	4	3	20.9	14.21	Yes	E	4	3	20.9	14.21	Yes	Yes	No		NA	Choose an item.	
	L	4	3				L	4	3									
	N	3	2				N	3	2									
PCH Ward 12	E	5	3	23.74	17.06	Yes	E	5	3	23.74	17.06	Yes	Yes	No		NA	NA	
	L	5	3				L	5	3									
	N	3	3				N	3	3									

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Medical Wards at Royal Glamorgan Hospital

Ward	Planned Roster			Required Establishment at the start of the reporting period (October 2020)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Planned Roster			Required Establishment at the end of the reporting period (Sept 2021)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the end of the reporting period?*	Biannual calculation cycle reviews, and reasons for any changes made			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
		RN	HCSW	RN WTE	HCSW WTE			RN	HCSW	RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
RGH Ward 5	E	4	4	20.9	19.9	Yes	E	4	4	20.9	19.9	Yes	Yes	No		no	Choose an item.	Ward transferred from ward 20-Sep 2021 - no staffing levels changes
	L	4	4				L	4	4									
	N	3	3				N	3	3									
RGH Ward 12	E	4	4	20.9	19.9	Yes	E	4	4	20.9	19.9	Yes	Yes	No		no	Choose an item.	
	L	4	4				L	4	4									
	N	3	3				N	3	3									
RGH Ward 14	E	4	4	20.9	19.9	Yes	E	4	4	20.9	19.9	Yes	Yes	No		no	Choose an item.	
	L	4	4				L	4	4									
	N	3	3				N	3	3									
RGH Ward 15	E	4	4	20.9	19.9	Yes	E	4	4	20.9	19.9	Yes	Yes	No		no	Choose an item.	ward closed and moved to ward 20
	L	4	4				L	4	4									
	N	3	3				N	3	3									
RGH Ward 19	E	4	4	20.9	19.9	N	E	4	4	20.9	19.9	Yes	Yes	No		no	Choose an item.	Creation of a NIV Bay - funding via winter pressure budget to start date to be agreed
	L	4	4				L	4	4									
	N	3	3				N	3	4									
RGH Ward 20	E	4	4	20.9	19.9	Yes	E	4	4	20.9	19.9	Yes	Yes	No		no	Choose an item.	Ward moved to ward 5 - Sep 21
	L	4	4				L	4	4									
	N	3	3				N	3	3									
RGH Ward 20	E	4	4	20.9	19.9	Yes	E	4	4	20.9	19.9	Yes	Yes	No		no	Choose an item.	ward transferred from ward 15-discussion surrounding changing from rehab - medical ward and change in staffing level
	L	4	4				L	4	4									
	N	3	3				N	3	3									

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Medical wards at Princess of Wales Hospital

Ward	Planned Roster			Required Establishment at the start of the reporting period (October 2020)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Planned Roster			Required Establishment at the end of the reporting period (Sept 2021)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the end of the reporting period?*	Biannual calculation cycle reviews, and reasons for any changes made			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
		RN	HCSW	RN WTE	HCSW WTE			RN	HCSW	RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
PoWH Ward 4	E	6	3	28.24	13.62	Yes	E	6	4	28.24	16.34	Yes	Yes	No		Yes	Yes	HCSW increased in at May 21 = following professional discussion
	L	6	3				L	6	4									
	N	4	2				N	4	2									
PoWH Ward 5	E	4	3	20.07	13.62	Yes	E	4	4	20.07	13.62	Yes	Yes	No		NA	Choose an item.	Ward has moved from ward 7-
	L	4	3				L	4	4									
	N	3	2				N	3	2									
PoWH Ward 6	E	5*	3	22.28	13.62	Yes	E	4	3	20.07	13.62	Yes	Yes	Yes	1 x RN moved to cover day unit	NA	Choose an item.	Moved from ward 8
	L	5*	3				L	4	3									
	N	3	2				N	3	2									
PoWH Ward 7	E	4	3	20.07	13.62	Yes	E	4	3	20.07	16.62	Yes	Yes	No		No	No	Ward moved from ward 20
	L	4	3				L	4	3									
	N	3	2				N	3	2									
PoWH Ward 8	E	4	3	20.07	13.62	Yes	E	4	3	20.07	13.62	Yes	Yes	No		Yes	No	Ward moved from 19-ward predominately was Rehab ward
	L	4	3				L	4	3									
	N	3	2				N	3	2									
PoWH Ward 9	E	5	3	24.52	13.62	Yes	E	5	3	24.06	13.62	Yes	Yes	No		NA	Choose an item.	Ward moved from ward 11 (9/521)- coordinator only 7.5 shift in morning
	L	5	3				L	4	3									
	N	4	2				N	4	2									
PoWH Ward 10	E						E	4	3	22.79	16.34	Yes						Covid Red Ward/high care NIV opened July 2021 – not included in S25B
	L						L	4	3									
	N						N	4	3									
PoWH Ward 15	E	3	4	14.62	19.07	Yes	E	3	4	14.62	19.07	Yes	Yes	No		No	No	
	L	3	4				L	3	4									
	N	2	3				N	2	3									

*Ward 8 M-F Rn level 5 Early and Late on S-S – RN level 4 Early and Late

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Surgical Wards at Prince Charles Hospital

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		RN	HCSW	RN WTE	HCSW WTE			RN	HCSW	RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
PCH Ward 3	E	4	3	18.06	14.21	Yes	E	7	16	40.8	90.96	Yes	Yes	Yes		Yes	Yes	Ward High care Covid – CAPA/NIV- Ward 12 moved to Ward 3 then moved back to ward 12
	L	4	3				L	7	16									
	N	2	2				N	7	16									
PCH Ward 5	E	4	3	20.9	14.21	Yes	E	4	3	20.9	14.21	Yes	Yes	No		No	Choose an item.	Move from ward 9 to ward 8. Medical ward
	L	4	3				L	4	3									
	N	3	2				N	3	2									
PCH Ward 6	E	4	3	20.9	14.21	Yes	E	4	3	20.9	14.21	Yes	Yes	No		No	Choose an item.	
	L	4	3				L	4	3									
	N	3	2				N	3	2									
PCH Ward 8	E	4	3	20.9	14.21	Yes	E	4	4	20.9	19.9	Yes	Yes	No		Yes	Yes	Review of Acuity and dependency of patient
	L	4	3				L	4	4									
	N	3	2				N	3	3									
PESU	E	2	2	12.37	8.53	Yes						Yes	Yes	No		No	Choose an item.	Ward closed – pathway refined patient moved to day surgery
	L	2	2															
	N	2	1															

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Surgical Wards at Royal Glamorgan Hospital

Ward	Planned Roster			Required Establishment at the start of the reporting period (October 2020)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Planned Roster			Required Establishment at the end of the reporting period (Sept 2021)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the end of the reporting period?*	Biannual calculation cycle reviews, and reasons for any changes made			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
		RN	HCSW	RN WTE	HCSW WTE			RN	HCSW	RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
RGH Ward 1	E	4	4	20.9	17.06	Yes	E						No		Ward 1 is defined as AMU	No	Choose an item.	
	L	4	4				L											
	N	3	2				N											
RGH Ward 2	E	3	3	18.08	17.08	Yes	E	3	3	18.08	17.06	Yes	Yes	No		NA	Choose an item.	12 bedded surgical area - staffed at the higher level
	L	3	3				L	3	3									
	N	3	3				N	3	3									
RGH Ward 3	E	4	4	20.9	17.06	Yes	E						No	No	Ward 3 is defined as AMU	NA	Choose an item.	
	L	4	4				L											
	N	3	2				N											
RGH Ward 6	E	4	4	20.9	17.06	Yes	E	4	4	20.9	17.06	Yes	Yes	No		no	Choose an item.	Was on ward 2 Amber surgical ward mix T&O
	L	4	4				L	4	4									
	N	3	2				N	3	2									
RGH Ward 8	E	4	4	20.9	19.09	Yes	E	4	4	20.9	19.09	Yes	Yes	No		No	No	Was ward 5 June 2020 to
	L	4	4				L	4	4									
	N	3	3				N	3	3									
RGH Ward 9	E	3	2	15.21	8.53	Yes	E	4	4	20.9	14.21	Yes	Yes	No		Yes	Yes	Increased capacity and acuity demand
	L	3	2				L	4	4									
	N	2	1				N	3	2									
RGH Ward 10 & 11	E	4	4	21.12	16.24	Yes	E	4	4	21.12	16.24	Yes	Yes	No		No	N/A	Ward 10&11 reduces staffing levels at the weekend
	L	4	4				L	4	4									
	N	4	2				N	4	2									
RGH Ward 15	E			15.21	11.37	Yes	E	3	3	14.21	10.56	Yes	Yes	No		NA	NA	Surgical ward - reopen Sept 21- staffing levels reduce at the weekend – Ward staff from ward 7*, but was closed in May 2020
	L						L	3	3									
	N						N	2	1									

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Surgical wards at Princess of Wales Hospital

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		RN	HCSW	RN WTE	HCSW WTE			RN	HCSW	RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
PoWH Ward 10	E	4	3	20.07	13.62	Yes	E	4	3	20.07	13.62	Yes	No	No	Ward was on ward 5 then 19 previously	Yes	No	Ward closed/ red ward/ and then repurposed see medical wards moved to ward 11 – 15/7/21
	L	4	3				L	4	3									
	N	3	2				N	3	2									
PoWH Ward 11	E	4	3	20.07	13.62	Yes	E	4	3	20.07	13.62	Yes	No	No	Ward moved from ward 10 – 15/7/21	Yes	No	Initial was on ward 8 at Oct 20, moved to ward 19 in Feb 2021 – moved to ward 10 May 21
	L	4	3				L	4	3									
	N	3	2				N	3	2									
PoWH Ward 18	E	4	3	20.07	13.62	Yes	E	4	3	20.07	13.62	Yes	Yes	No		No	No	Ward previously was on ward 6
	L	4	3				L	4	3									
	N	3	2				N	3	2									
PoWH Ward 19	E	4	3	20.07	13.62	Yes	E	4	3	20.07	13.62	Yes	Yes	No		Yes	No	Ward open in April 2021
	L	4	3				L	4	3									
	N	3	2				N	3	2									
PoWH Ward 20	E	4	3	20.07	13.62	Yes	E	4	3	20.07	13.62	Yes	yes	No		NA		Ward previously was on ward 7
	L	4	3				L	4	3									
	N	3	2				N	3	2									
PoWH Ward 21	E						E	3	2	13.18	10.50	Yes/shared between BC	Yes	No				Ward open in April 2021
	L						L	2	2									
	N						N	2	2									
Bridgend Clinic	E	2	1	10.9	2.72	Yes	E	2	1	10.9	2.72	Yes/Shared between Ward 21	Yes	No		NA		HCA - increased
	L	2	1				L	2	1									
	N	2	0				N	2	0									

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