

Appendix: Summary of Required Establishment

Health board/trust:	Name: Cwm Taf Morgannwg UHB	
Period reviewed:	Start Date: 6 th April 2020	End Date: 5 th April 2021
Number of wards where section 25B applies:	Medical: 17	Surgical: 11
	PCH – 2,7,9,10,11,12 PoWH- 4, 5, 6, 7, 8,11 RGH – 12,14,15,19,20	PCH – 5, 6, 8 PoWH- 18,19, 20, BC RGH – 2, 9,10,11

Prince Charles Hospital - Medical Wards

Ward	Required Establishment at the start of the reporting period (as at April 6 th 2020)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Required Establishment at the end of the reporting period (as of April 5 th 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 July 2020			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
	RN WTE	HCSW WTE		RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
Ward 2	20.9	14.21	Yes	20.9	14.21	Yes	Yes	No		No	No	Note – ward has redefined within Covid RAG system several times during this report
Ward 3	40.8	90.96	Yes	23.74	17.06	Yes	No	No	Repurposed during COVID to create a COVID respiratory High care CPAP/NIV ward	No	No	Still defined as a mixed acute medical/ COVID high care respiratory area
Ward 4	91.96	45.48	Yes	NA	NA		No	No	Repurposed to ITU – sits outside section 25B			
Ward 7	20.9	14.21	Yes	20.9	14.21	Yes	No	No	At the beginning of the reporting period, the ward was Rehabilitation medical ward	No	No	Repurposed as COVID-19 palliative and Rehab post COVID ward, repurposed again on the 20/10/20 to Red pathway, then changed to Amber on 3/2/21 and ward closed on 23/2/21
Ward 9	20.9	14.21	Yes	20.9	14.21	Yes	Yes	No		No	No	Ward repurposed to Amber pathway, repurposed on the 28/1/21 to Medical ward Gastro – ward moved from ward 8
Ward 10	20.9	17.06	Yes	20.9	17.06	Yes	Yes	No		No	No	Ward repurposed to Red pathway on 8/12/20 and Amber 20/1/21
Ward 11	20.9	14.21	Yes	20.9	14.21	Yes	Yes	No		No	No	Ward repurposed to Amber pathway 15/12/20
Ward 12	23.74	17.06	Yes	23.74	17.06	Yes	Yes	No		No	No	Ward is an (contacts) amber pathway 18.12.21.

Princess of Wales Hospital - Medical wards

Ward	Required Establishment at the start of the reporting period (as at April 6 th 2020)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Required Establishment at the end of the reporting period (as of April 5 th 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 July 2020			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
	RN WTE	HCSW WTE		RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
Ward 2	24.83	24.04	Yes				No	No	Previously was repurposed in April 2020 to COVID medical ward combined with Ward 4 to create a 37 bedded area	No	No	Repurposed to a Acute Medical Unit – Removed from section 25B
Ward 4	28.24	13.62	Yes	28.24	13.62	Yes	Yes	No	Returned from being a combined ward with ward 2	No	No	Ward 2 stroke moved from Ward 4 to ward 5 on 7/7/20. Ward 4 to return to it originally function
Ward 5	14.83	6.74	Yes	20.07	13.62	Yes	Yes	No	Ward from respiratory AGO COVID ward to surgical ward in Sep 2020.	No	No	Ward repurposed to stroke and rehab ward and Amber pathway (ward 2- 21/2/21 establishment as ward 2 meets this requirement as they had 22 beds) CLEAN/cold admissions
Ward 6	16.89	11.39	Yes	20.7	13.62	Yes	Yes	No	Repurposed During 1 st wave of COVID – beds reduced as 'gastro day unit' not being unitised- Ward repurposed in September 2020 to a T&O, with surgical patients	No	No	Ward 6 moved to ward 8 in 9/2020 with the same establishment requirements. Ward returned to medical Gastro ward with it original staffing levels
Ward 7	35.65	16.96	Yes	20.07	13.62	Yes	Yes	No	During the 1 st Wave of COVID -19 ward 7 and * were repurposed to create a high care Respiratory Unit (CPAP and NIV) Ward 7 was repurposed in September 2020 to a Stroke Ward. Ward 8 Was repurposed to a Gastro ward	No	No	Ward 20 has relocated to ward 6 on the 7/7/2020, Repurposed to a Covid-19 Amber pathway, then relocated with the whole team to Ward 7 in Feb 2021

Ward 8	36.65	16.96	Yes	20.07	13.62	Yes	Yes	No	Ward 8 moved to ward 19 week of 15/2/21	Yes	Yes	Ward 19 –Will become Acute Frailty (the Ward 19 team will move to this ward – again establishment is correct from this team for this ward) clean/cold admissions has been relocated to in January 2021, Care of elderly, ward 8 Covid Amber Pathway
Ward 9	20.07	13.62	Yes	24.52	13.62	Yes	Yes	No	In April 2020 the ward was closed as part of repurposing of wards due to COVID. Repurposed to receive Respiratory high care patients (NIV/Optiflow/CPAP) - Sits outside Section 25B wards	No	No	Previously the accepted T&O patients, ward and Staff all moved to ward 19 (Sep 2020)
Ward 11	16.46	11.61	Yes	16.34	10.9	Yes	Yes	No	Ward 11 – Mixed Surgical/medical ward moved to ward 5 in Sep 2020, then was moved again to Ward 20 in Feb 2021	Yes	Yes	Repurposed to make a Covid recovered and clean respiratory AGP Sep 2020
Ward 20	20.07	13.62	Yes	20.07	13.62	Yes	Yes	No	Ward 2 moved to ward 20 in October 2020 then moved to ward 5 on 21/2/21	No	No	Ward 7 team has been relocated to ward 5 then to ward 19 moved on 25/1/21 then moved to ward 20 in 21/2/21- Surgical Admission

Royal Glamorgan Hospital – Medical wards

Ward	Required Establishment at the start of the reporting period (as at April 6 th 2020)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Required Establishment at the end of the reporting period (as of April 5 th 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 July 2020			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
	RN WTE	HCSW WTE		RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
Ward 4			Choose an item.	20.9	19.9	Yes	No	No	Ward 4 was not a section 25B in April 2020	Yes	No	Ward 14 and their staff were relocated to this ward but moved back to ward 20 on the 11/1/21. On the 1/3/21 Ward returned to AMU – outside section 25B
Ward 12	20.9	19.9	Yes	20.9	19.9	Yes	Yes	No		No	No	
Ward 14	20.9	19.9	Yes	20.9	19.9	Yes	Yes	No	Ward was repurposed to create a mixed surgical/Medical ward- Staffing level remained the same.	No	No	Ward 14 and their staff have been relocated several times during the this reporting period (Ward 4 and Ward 20), but have returned to Ward 14 on 1/3/21
Ward 15			Choose an item.	20.9	19.9	Yes	No	No		Yes	Yes	Repurposed from elderly Rehabilitation to Red COVID admission area during COVID October 2020
Ward 19	20.9	19.9	Yes	20.9	19.9	Yes	Yes	No		No	No	
Ward 20	20.9	19.9	Yes	20.9	19.9	Yes	No	Yes		No	No	Ward closed 25/11/20 Ward 20 moved to ward 11/1/21 and ward 4 (14) moved to ward 20.

Prince Charles Hospital - Surgical Wards

Ward	Required Establishment at the start of the reporting period (as at April 6 th 2020)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Required Establishment at the end of the reporting period (as of April 5 th 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 July 2020			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
	RN WTE	HCSW WTE		RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
Ward 5	20.9	14.21	Yes	20.9	14.21	Yes	Yes	No		No	No	
Ward 6	20.9	14.21	Yes	20.9	14.21	Yes	Yes	No		No	No	
Ward 8	20.9	14.21	Yes	20.9	14.21	Yes	Yes	No		No	No	At the start of the report the ward was defined as medical ward, repurposed from Red to Amber pathway. On the 28/1/21 repurposed to T&O ward moved from ward 9

Princess of Wales Hospital – Surgical Ward

Ward	Required Establishment at the start of the reporting period (as at April 6 th 2020)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Required Establishment at the end of the reporting period (as of April 5 th 2020)		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 July 2020			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
	RN WTE	HCSW WTE		RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
Ward 10	20.07	13.62	Yes	NA	NA				Ward was repurposed to create additional Critical care capacity for COVID			
Ward 11	13.62	6.38	Yes	13.62	11.9	Yes	Yes	No	Repurposed/reduced capacity and therefore Staffing levels were temporary were reduced during COVID- ward moved to 7.	Yes	Yes	Repurposed COVID recovery and clean Respiratory AGP October 2020
Ward 18	20.07	13.62	Yes	20.07	13.62	Yes	Yes	No		No	No	Previous the ward and staff were on Ward 10 - Ward 18 was repurposed as T&O ward 23/9/2020
Ward 19				20.07	13.62	Yes	Yes	No	Ward 9 (T&O) and the staff were moved in 23/9/2020 Repurposed to make a Surgical ward and T&O	No	No	
Bridgend Clinic				11.9	2.72	Yes	Yes	No	Repurposed from a Private patient ward to a general Surgical / Gynae ward	No	No	

Royal Glamorgan Hospital – Surgical Wards

Ward	Required Establishment at the start of the reporting period (as at April 6 th 2020)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Required Establishment at the end of the reporting period (as of April 5 th 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 WTE	HCSW WTE		RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
Ward 1	12.37	8.53	Yes	17.19	11.37	Yes	Yes	Yes	Ward increased its capacity to 28 beds to accept COVID admission. Ward closed for Refurbishments	No	No	Ward Reopened 23/11/20- repurposed to a COVID ward awaiting results
Ward 2	20.9	19.9	Yes	17.91	11.37	Yes	Yes	No	Ward was a mixed Surgical/medical ward	No	No	Ward repurposed to a COVID ward awaiting results 26/2/21
Ward 3	20.9	19.9	Yes	N/A	N/A	Yes	Yes	No	Ward repurposed to Acute Medical Unit- sits outside Section 25 B wards			
Ward 5	20.9	17.06	Yes	N/A	N/A	Yes	Yes	No	Ward closed 23/11/20			
Ward 6	NA	NA	NA	20.9	17.06	Yes	Yes	No	Ward was AMU (not in Section 25B) Ward 2 moved 20/11/20	No	No	Ward 6 was on ward 5 from 23/10/2020 until it was repurposed to COVID Red
Ward 7	20.9	19.9	Yes	N/A	N/A	Yes	Yes	No	Ward closed 25/4/20 and reopened for ITU use- sits outside section 25B wards			
Ward 8	20.9	19.9	Yes	20.9	19.9	Yes	Yes	Yes	Ward closed on 23/3/20 as part of COVOD repurposing plans	No	No	Ward has moved and been repurposed several times moved to Ward 2 in Oct 2020, ward closed on 23/11/20 and the ward was moved to Ward 6, then moved to Ward 8 10/1/21
Ward 9	15.21	8.53	Yes	20.9	14.2	Yes	Yes	No		Yes	Yes	Temporary increased Capacity during COVID October 2020
Ward 11				17.06	14.21	Yes	Yes	No	Ward 11 was previously maternity ward	Yes	Yes	Surgical planned elective