

Appendix: 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 2000	End Date: Sept 30 th 2000
Number of wards where section 25B has applied during the period:	Medical:16	Surgical:14
	PCH wards – 2,7, 8, 10, 11, 12 RGH wards – 12, 14, 19, 20 PoWH wards – 4, 7, 8, 11, 20	PCH wards –5, 6, 9, RGH wards – 1,2, 3, 8, 9, 5 PoWH wards – 5, 6, 9, 10, BC

To be completed for EVERY wards where section 25B has applied

*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 2019)		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 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			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 9	E	4	3	20.9	14.21	Yes	E	4	3	20.9	14.21	Yes	Yes	No		NA	NA	Ward is now a Acute Surgical Trauma and orthopaedic ward
	L	4	3				L	4	3									
	N	3	2				N	3	2									
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
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 2019)		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 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			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									
PCH Ward 7	E	3	3	15.22	17.06	Yes	E	4	3	23.74	14.21	Yes	No	No	Ward is outside section 25B, but was repurposed to take palliative and rehabilitation post Covid	Yes	Yes	Repurposed to take all acute covid admission
	L	3	3				L	4	3									
	N	2	3				N	3	2									

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.

Medical Wards at Royal Glamorgan Hospital

Ward	Planned Roster			Required Establishment at the start of the reporting period (October 2019)		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 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			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 12	E	4	4	20.9	19.9	Yes	E	4	4	20.9	19.9	Yes	Yes	No		NA	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	Ward has changed to mixed surgical and medical ward	NA	Choose an item.	
	L	4	4				L	4	4									
	N	3	3				N	3	3									
RGH Ward 19	E	4	4	20.9	19.9	Yes	E	4	4	20.9	19.9	Yes	Yes	No		NA	Choose an item.	
	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		NA	Choose an item.	Closed 12/10/20 reopened 28/10/20 to amber medical covid ward
	L	4	4				L	4	4									
	N	3	3				N	3	3									
RGH Ward 4	E	4	4	20.9	19.9	Yes	E	4	4	20.9	19.9	Yes	Yes	No		No	Choose an item.	Ward has moved from ward 14 to create a covid area
	L	4	4				L	4	4									
	N	3	3				N	3	3									

E = Early shift

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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.

Medical wards at Princess of Wales Hospital

Ward	Planned Roster			Required Establishment at the start of the reporting period (October 2019)		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 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			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 2	E	4	3	20.07	13.62	Yes	E					Yes	No	Yes	Ward 2 has become part of Acute medical unit (AMU) reconfiguration	Yes	Yes	Did combine previously with ward 4. Reported in May 2020 board paper
	L	4	3				L											
	N	3	2				N											
PoWH Ward 4	E	6	3	28.24	13.62	Yes	E	6	3	28.24	13.62	Yes	Yes	No		Yes	Yes	Did combine previously with ward 4. Reported in May 2020 board paper
	L	6	3				L	6	3									
	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 been repurposed to create a surgical capacity
	L	4	3				L	4	4									
	N	3	2				N	3	3									
PoWH Ward 6	E	5*	3	22.28	13.62	Yes	E	5*	3	22.28	13.62	Yes	Yes	No		NA	Choose an item.	Repurposed of ward during covid, now Trauma and Orthopaedic with some surgical patients
	L	5*	3				L	5*	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	Choose an item.	
	L	4	3				L	4	3									
	N	3	2				N	3	2									

- Ward 6 RN 5 Rn Early and Late Monday to Friday, Saturday and Sunday RN 4 Early and late

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Surgical Wards at Prince Charles Hospital

Ward	Planned Roster			Required Establishment at the start of the reporting period (October 2019)		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 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			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 3	E	4	3	18.06	14.21	Yes	E	7	16	40.8	90.96	Yes	Yes	Yes	Area changed from High care Covid wad back surgical T&O ward	Yes	Yes	Ward reverted back to high care for CPAP and high flow nasal o2 October 2020 Therefore this area falls outside section 25B
	L	4	3				L	7	16									
	N	2	2				N	7	16									
PCH Ward 4	E	4	3	20.9	14.21	Yes	E			91.96	45.48	Yes	Yes	Yes	Ward repurposed to during 1 st phase of covid pandemic in March to create additional critical care	No	Choose an item.	Ward area outside section 25B
	L	4	3				L											
	N	3	2				N											
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	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 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									

Surgical Wards at Royal Glamorgan Hospital

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Ward	Planned Roster			Required Establishment at the start of the reporting period (October 2019)		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 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			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	2	2	12.37	8.53	Yes	E	4	4	20.9	17.06	Yes	Yes	Yes	Increased bed capacity to 28 accept covid admission	No	Choose an item.	Ward 1 is currently closed
	L	2	2				L	4	4									
	N	2	1				N	3	2									
RGH Ward 2	E	4	4	20.9	19.9	Yes	E	4	4	20.9	19.9	Yes	Yes	No		NA	Choose an item.	Mixed case load surgical and medical covid patient
	L	4	4				L	4	4									
	N	3	3				N	3	3									
RGH Ward 3	E	4	4	20.9	17.06	Yes	E	4	4	20.9	17.06	Yes	Yes	No		NA	Choose an item.	Mixed case load of surgical and medical covid patient
	L	4	4				L	4	4									
	N	3	2				N	3	2									
RGH Ward 7	E	4	4	20.9	19.9	Yes	E						Yes	Yes	Ward 7 closed 25/4/20 and has reopen and repurposed for ITU use – outside 25B	NA	Choose an item.	
	L	4	4				L											
	N	3	3				N											
RGH Ward 8	E	4	4	20.9	17.06	Yes	E	4	4	20.9	17.06	Yes	Yes	No	Ward closed 23/3/20	Yes	No	Ward reopened to create bed capacity mixed surgical area
	L	4	4				L	4	4									
	N	3	2				N	3	2									
RGH Ward 9	E	3	2	15.21	8.53	Yes	E	3	2	15.21	8.53	Yes	Yes	No		NA	NA	
	L	3	2				L	3	2									
	N	2	1				N	2	1									
RGH Ward 5	E	4	4	20.9	17.06	Yes	E	4	4	20.9	17.06	Yes	Yes	No		NA	NA	
	L	4	4				L	4	4									
	N	3	2				N	3	2									

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Surgical wards at Princess of Wales Hospital

Ward	Planned Roster			Required Establishment at the start of the reporting period (October 2019)		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 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			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 7	E	4	3	20.07	13.62	Yes	E	4	3	20.07	13.62	Yes	No	Yes		Yes	Yes	Changed to stroke ward
	L	4	3				L	4	3									
	N	3	2				N	3	2									
PoWH Ward 8	E	5	3	21.07	13.62	Yes	E	5	3	21.07	13.62	Yes	Yes	No		Yes	Yes	Medical ward 28 beds – Gastroenterology (now Covid ward)
	L	5	3				L	5	3									
	N	3	2				N	3	2									
PoWH Ward 10	E	4	3	20.07	13.64	Yes	E			10.85	8.17	Yes	Yes	No		NA	Choose an item.	Elective Surgery
	L	4	3				L											
	N	3	2				N											
PoWH Ward 11	E	3	2	17.46	11.62	Yes	E			14.62	10.90	Yes	Yes	No		Yes	Yes	Repurposed 19 bedded medical respiratory ward
	L	3	2				L											
	N	3	2				N											
PoWH Ward 18						Yes	E	4	3	20.07	13.62	Yes	Yes	No		NA	Choose an item.	Repurposed as Trauma and Orthopaedic ward (covid contact)
							L	4	3									
							N	3	2									

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

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