

**2024 Nurse Staffing Plan  
St. Vincent's Medical Center  
Bridgeport, Connecticut**

The nurse staffing plan at St. Vincent's Medical Center is developed by the Nurse Staffing and Scheduling Committee through a comprehensive process that draws on multiple sources of data and input from registered nurses and other hospital staff members. The staffing plan is continuously evaluated throughout the year and formally reviewed and updated annually. The staffing plan reflects budgeted, core staffing levels for patient care units including inpatient services, critical care, and the emergency department. Actual staffing is adjusted on a daily or more frequent basis to meet patient care needs.

**Considerations in Staffing Plan Development and Decisions**

A broad range of factors are considered in the development of the core staffing plan and ongoing staffing adjustments. Staffing plan development and decisions are carried out with consideration given to patient characteristics, complexity of care needs and acuity, the number of patients for whom care is provided, levels of individual patient as well as unit intensity, the geography/physical layout of the patient care unit, the practice environment/care model available technology, evaluation of outcomes of nursing care, and level of preparation and experience of those providing care, among others.

In addition to the factors described above, when developing the annual staffing plan, St. Vincent's Medical Center considers historical staffing and patient data, staff input, patient care support services, and any plans for new programs.

**1. Professional Skill Mix For Patient Care Units**

The professional skill mix for each patient care unit is articulated in this hospital nurse staffing plan and the unit staffing plan. The core staffing plan is adjusted as necessary to meet patient care needs using per diem nurses, on call nursing staff, internal float nursing staff, or reassignment of nurses between departments.

**2. Use of Temporary and Traveling Staff Nurses**

St. Vincent's Medical Center utilizes temporary/traveling staff nurses when necessary to ensure adequate levels of staffing to provide safe patient care. Such instances requiring temporary/traveling staff nurses may include the inability to fill budgeted staff registered nurse positions due to shortages and limited availability of nurses with specific types and levels of expertise, as well as the need to fill positions temporarily when staff members are on leave. Temporary and travel staff are used as necessary after other options to fulfill staffing needs have been considered.

**3. Administrative Staffing**

The annual staffing plan is developed to provide adequate direct care staff for forecasted patient care needs exclusive of nursing management and inclusive of appropriate support.

#### 4. Review of the Nurse Staffing Plan

The staffing plan that reflects core staffing levels is formally established and reviewed biannually; it is evaluated as necessary throughout the year. Review of the factors articulated in the section *Considerations in Staffing Plan Development and Decisions* above is conducted through a combination of discussions with direct care nurses through the Staffing and Scheduling Committee, at unit staff meetings and unit practice councils, at the Nurse Leadership Council with nurse managers and directors, between nurse leaders and hospital finance during budget discussions and periodically during the year as necessary.

#### 5. Direct Care Staff Input

Direct care staff input regarding the staffing plan is solicited via the Nurse Staffing and Scheduling Committee. Each nursing unit is represented by a bedside nurse. Staffing discussions occur as outlined above.

#### 6. Staffing Plan Reported by Unit

<b>Nursing Area</b>	<b>Registered Nurse: Patient</b>	<b>Nurse Assistant/PCT/Emergency Room Tech/Mental Health Worker: Patient</b>
Inpatient Rehab Unit	1:5	1:10
Medical/Surgical/Telemetry Units	1:5 to 8	1:5 to 10
PCU/CVU	1:3 to 4	1:8
ICU	1:1 to 2	1:5 to 10
LDRP	1:1 to 2	
Post-Partum	1:3 to 4	1:5 to 10
NICU	1:1 to 3	
Behavioral Health	1:4 to 8	1:8 (Mental Health Worker)
Emergency Department	1:5 to 6	1:5 to 6 (Emergency Room Tech)

St Vincent's Medical Center does not employ LPN's at this time in the acute setting on these units.

Patient care staffing is reviewed every shift, sometimes multiple times per shift and adjusted as necessary based on census, acuity, patient turnover, and direct care nurse feedback. These factors are discussed each shift between the Nurse Manager/Charge Nurse and the Staffing Office/Off Shift Supervisor. All measures are taken including, allocating Float Staff, re-assigning Registered Nurses between units and asking staff to work extra hours or overtime to accommodate increased need.

Depending on the needs of the patient population, units are budgeted for various supporting personnel including Admission Nurses, Monitor Technicians, Sitters and Nurse Educators which is indicated on the Unit Staffing Plan.

### **7. Differences Between Staffing Plan and Actual Staffing Levels**

Each units staffing plan was evaluated, the plan was consistent with actual staffing levels required and the plan will remain the same, at this time.

### **8. Additional Information to be Reported**

None at this time.

## **Certification Hospital Nurse Staffing Plan**

This hospital nurse staffing plan has been developed by the Nurse Staffing and Scheduling Committee through consideration of anticipated patient population care needs, unit geography, technology and support, and competency/expertise required of staff providing care. It has been reviewed and discussed by the Nurse Staffing and Scheduling Committee, Nursing Leadership Council and Fairfield Region Cabinet. The plan has been regularly evaluated; and is appropriate for the provision of patient care as forecasted.

## **Certification Hospital Nurse Staffing Committee**

St Vincent's Medical Center and its Nurse Staffing and Scheduling Committee meet the statutory requirements.



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## **IMPORTANT NOTICE AND DISCLAIMER**

The appended staffing plan (“Plan”) is submitted pursuant to Public Act 23-204 (the “Law”). By submitting this Plan, St. Vincent’s Medical Center does not admit the legal propriety of Public Act 23-204. St. Vincent’s Medical Center reserves any and all objections to the Law including, by way of illustration, but not limitation, objections that (1) the Hospital has the legal and administrative authority over the business, affairs and operations of the Hospital, including, but not limited to, staffing pursuant to Department of Public Health, Centers for Medicare and Medicaid Services, and Joint Commission regulation, standards, and requirements, and (2) the dispositive effect accorded committee recommendations in the Law conflicts with the National Labor Relations Act (“NLRA”) Section 8(d), and the committee formation and structure mandated by the Law violate Section 8(a)(2) of the NLRA. St. Vincent’s Medical Center does not waive its right and expressly reserves all legal rights to pursue any appropriate statutory, declaratory, legal, equitable, or other relief concerning the Law. St. Vincent’s Medical Center also reserves all rights to raise any objections in defense of any attempted enforcement action under the Law.

Revised 11/13/23