

***New York State Law 2805-t Hospital
Clinical Staffing Committee***

Phelps Hospital
PFI Number: 1129

HOSPITAL CLINICAL STAFFING COMMITTEE CHARGE

The New York State Hospital Clinical Staffing Committee (NYSHCSC) law enacted in June 2021 requires hospitals to collaboratively develop and implement a clinical staffing plan for registered nurses (RNs) and other members of the frontline team. The hospital clinical staffing committee (HCSC) is charged with creating a forum to give frontline workers, RNs, licensed practical nurses (LPNs) and nursing assistive staff, including certified nursing assistants (CNAs), patient care attendants (PCTs), medical assistants (MAs) and unit clerks a role/voice in developing unit level staffing plans—while preserving management’s role in designing and implementing the staffing plan. The HCSC’s primary responsibilities are to develop and oversee implementation of the hospital’s annual clinical staffing plan.

[PFI 1129] [PHELPS HOSPITAL] ACUTE CARE INPATIENT UNITS

*5 Center

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	7
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			Number of Staff						
Direct Caregivers	Scheduled Hours	Shift Length	Mon	Tues	Wed	Thu	Fri	Sat	Sun
			Day Shift						
RN	7 am – 7:30 pm	12.5	3	3	3	3	3	3	3
Unit Secretaries	7 am – 3:15 pm	8.25	0	0	0	0	0	0	0
Unlicensed Assistive Personnel (NA/PCA/)	7 am – 3:15 pm	8.25	1	1	1	1	1	1	1

			Evening Shift						
Unit Secretaries	3 pm – 11:15 pm	8.25	0	0	0	0	0	0	0
Unlicensed Assistive Personnel (NA/PCA)	3 pm – 11:15 pm	8.25	1	1	1	1	1	1	1

			Night Shift						
RN	7 pm – 7:30 am	12.5	3	3	3	3	3	3	3
Unlicensed Assistive Personnel (NA/PCA)	11 pm – 7:15 am	8.25	1	1	1	1	1	1	1

*Asterisk indicates final staffing plan decision by Executive Director.

[PFI 1129] [PHELPS HOSPITAL] ACUTE CARE INPATIENT UNITS

Additional Care Team Members			
Skills	Shift Coverage		
	Day	Evening	Night
Unit Nurse Management	X		
1:1 Patient Observer/sitter	X	X	X
Admissions Nurse (Facilitator/ Functional Nurse)	X		
Clinical Pharmacist	X	X	
Intensivist/ Hospitalist / NP / PA	X	X	X
Intern / Resident	X		X
IV Therapy Team / Line Access	X	X	
Licensed Social Services / Case Management	X		
Monitor /Tele Technician	X	X	X
Nursing Student	X		
Nutritionist	X		
Patient Transport Team	X	X	
Rapid Response Team	X	X	X
Rehab Activities (OT, PT, Speech)	X		
Respiratory Therapy Support	X	X	X
Spiritual Services	X	X	X
Staff Educator	X		
Unit Clerical Support	X	X	
Volunteers	X		
Other			

[PFI 1129] [PHELPS HOSPITAL] ACUTE CARE INPATIENT UNITS

*Maternity Child Health/Labor & Delivery

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Births per Day:	2.6
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff							
			Mon	Tues	Wed	Thu	Fri	Sat	Sun	
Day Shift										
RN	7am-7:30pm	12.50	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Scrub Tech	7am-3:15ppm	8.25	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Evening Shift										
Scrub Tech	3p-11:15pm	8.25	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Night Shift										
RN	7pm-7:30am	12.50	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Scrub Tech	11pm-7:15am	8.25	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00

*Asterisk indicates final staffing plan decision by Executive Director.

[PFI 1129] [PHELPS HOSPITAL] ACUTE CARE INPATIENT UNITS

Additional Care Team Members			
<u>Skills</u>	<u>Shift Coverage</u>		
	Day	Evening	Night
Unit Nurse Management	X		
Assistant Nurse Management			X
Clinical Pharmacist	X	X	
Hospitalist / NP / PA	X	X	X
Hospitality	X	X	
Intern / Resident	X		
IV Therapy Team / Line Access	X	X	
Licensed Social Services / Case Management	X	X	
Neonatologist	X	X	X
Nursing Student	X		
Nutritionist	X		
OB Safety Office	X	X	X
Patient Transport Team	X	X	
Pediatric Hospitalist	X	X	X
Rapid Response Team	X	X	X
Respiratory Therapy Support	X	X	X
Special Care Nursery/Pediatric Registered Nurse	X	X	X
Spiritual Services	X	X	X
Staff Educator	X		
Unit Clerical Support	X	X	
Volunteers	X		
Other			

The list of caregivers in these boxes were provided to all hospitals.

[PFI 1129] [PHELPS HOSPITAL] ACUTE CARE INPATIENT UNITS

ICU

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	7
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff						
			Mon	Tues	Wed	Thu	Fri	Sat	Sun
Day Shift									
RN	7am-7:30pm	12.50	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Patient Care Associate	7am-3:15pm	8.25	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Evening Shift									
Patient Care Associate	3p-11:15pm	8.25	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Night Shift									
RN	7pm-7:30am	12.50	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Patient Care Associate	11pm-7:15am	8.25	1.00	1.00	1.00	1.00	1.00	1.00	1.00

[PFI 1129] [PHELPS HOSPITAL] ACUTE CARE INPATIENT UNITS

Additional Care Team Members			
<u>Skills</u>	<u>Shift Coverage</u>		
	Day	Evening	Night
Unit Nurse Management	X		
1:1 Patient Observer/sitter	X	X	X
Admissions Nurse (Facilitator/ Functional Nurse)	X		
Clinical Pharmacist	X	X	
Intensivist/ Hospitalist / NP / PA	X	X	X
Intern / Resident	X		X
IV Therapy Team / Line Access	X	X	
Licensed Social Services / Case Management	X		
Monitor /Tele Technician	X	X	X
Nursing Student	X		
Nutritionist	X		
Patient Transport Team	X	X	
Rapid Response Team	X	X	X
Rehab Activities (OT, PT, Speech)	X		
Respiratory Therapy Support	X	X	X
Spiritual Services	X	X	X
Staff Educator	X		
Unit Clerical Support	X	X	
Volunteers	X		
Other			

The list of caregivers in these boxes were provided to all hospitals.

[PFI 1129] [PHELPS HOSPITAL] ACUTE CARE INPATIENT UNITS

*5 South

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	24
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff							
			Mon	Tues	Wed	Thu	Fri	Sat	Sun	
Day Shift										
RN	7 am - 7:30 pm	12.50	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Patient Care Associate	7 am- 3:15 pm	8.25	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Evening Shift										
Patient Care Associate	3 pm - 11:15 pm	8.25	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Night Shift										
RN	7 pm - 7:30 am	12.50	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Patient Care Associate	11 pm - 7:15 am	8.25	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00

*Asterisk indicates final staffing plan decision by Executive Director.

[PFI 1129] [PHELPS HOSPITAL] ACUTE CARE INPATIENT UNITS

Additional Care Team Members			
Skills	Shift Coverage		
	Day	Evening	Night
Unit Nurse Management	X		
Assistant Nurse Management		X	
1:1 Patient Observer/sitter	X	X	X
Admissions Nurse (Facilitator/ Functional Nurse)	X		
Clinical Pharmacist	X	X	
Hospitalist / NP / PA	X	X	X
Hospitality	X	X	
Intern / Resident	X		
IV Therapy Team / Line Access	X	X	
Licensed Social Services / Case Management	X	X	
Monitor /Tele Technician	X	X	X
Nursing Student	X		
Nutritionist	X		
Patient Transport Team	X	X	
Rapid Response Team	X	X	X
Rehab Activities (OT, PT, Speech)	X		
Respiratory Therapy Support	X	X	X
Spiritual Services	X	X	X
Staff Educator	X		
Unit Clerical Support	X	X	X
Volunteers	X		
Other			

The list of caregivers in these boxes were provided to all hospitals.

[PFI 1129] [PHELPS HOSPITAL] ACUTE CARE INPATIENT UNITS

*2 South

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	15
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff						
			Mon	Tues	Wed	Thu	Fri	Sat	Sun
Day Shift									
RN	7am-7:30pm	12.50	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Behavioral Health Assistant	7am-3:15ppm	8.25	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Evening Shift									
Behavioral Health Assistant	3p-11:15pm	8.25	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Night Shift									
RN	7pm-7:30am	12.50	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Behavioral Health Assistant	11pm-7:15am	8.25	1.00	1.00	1.00	1.00	1.00	1.00	1.00

*Asterisk indicates final staffing plan decision by Executive Director.

[PFI 1129] [PHELPS HOSPITAL] ACUTE CARE INPATIENT UNITS

Additional Care Team Members			
<u>Skills</u>	Day	<u>Shift Coverage</u>	
		Evening	Night
Unit Nurse Management	X		
Staff Educator	X		
Unit Clerical Support	X		
Patient Transport Team	X	X	
IV Therapy Team / Line Access	X	X	
Rapid Response Team	X	X	X
Respiratory Therapy Support	X	X	X
Nutritionist	X		
Rehab Activities (OT, PT, Speech)	X		
Clinical Pharmacist	X	X	
Licensed Social Services / Case Management	X	X	
Spiritual Services	X	X	X
Hospitalist / NP / PA	X	X	X
Recreation / Milieu Therapist (BH units)	X		
Volunteers	X		
Other			

The list of caregivers in these boxes were provided to all hospitals.

[PFI 1129] [PHELPS HOSPITAL] ACUTE CARE INPATIENT UNITS

*2 North

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	23
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff						
			Mon	Tues	Wed	Thu	Fri	Sat	Sun
Day Shift									
RN	7am-7:30pm	12.50	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Patient Care Associate	7am-3:15ppm	8.25	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Evening Shift									
Patient Care Associate	3p-11:15pm	8.25	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Night Shift									
RN	7pm-7:30am	12.50	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Patient Care Associate	11pm-7:15am	8.25	3.00	3.00	3.00	3.00	3.00	3.00	3.00

*Asterisk indicates final staffing plan decision by Executive Director.

[PFI 1129] [PHELPS HOSPITAL] ACUTE CARE INPATIENT UNITS

Additional Care Team Members			
<u>Skills</u>	<u>Shift Coverage</u>		
	Day	Evening	Night
Unit Nurse Management	X		
Assistant Nurse Management		X	
Staff Educator	X		
Unit Clerical Support	X	X	X
1:1 Patient Observer/sitter	X	X	X
Admissions Nurse (Facilitator/ Functional Nurse)	X		
Patient Transport Team	X	X	
IV Therapy Team / Line Access	X	X	
Monitor /Tele Technician	X	X	X
Rapid Response Team	X	X	X
Respiratory Therapy Support	X	X	X
Nutritionist	X		
Rehab Activities (OT, PT, Speech)	X	X	
Clinical Pharmacist	X	X	
Licensed Social Services / Case Management	X		
Spiritual Services	X	X	X
Hospitalist / NP / PA	X	X	X
Nursing Student	X		
Intern / Resident	X		
Volunteers	X		
Other			

The list of caregivers in these boxes were provided to all hospitals.

[PFI 1129] [PHELPS HOSPITAL] ACUTE CARE INPATIENT UNITS

*3 North/Medicine

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	10
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff						
			Mon	Tues	Wed	Thu	Fri	Sat	Sun
Day Shift									
RN	7am-7:30pm	12.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Patient Care Associate	7am-3:15pm	8.25	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Telesitter	7am-3:15pm	8.25	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Evening Shift									
Patient Care Associate	3p-11:15pm	8.25	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Telesitter	3p-11:15pm	8.25	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Night Shift									
RN	7pm-7:30am	12.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Patient Care Associate	11pm-7:15am	8.25	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Telesitter	11pm-7:15am	8.25	1.00	1.00	1.00	1.00	1.00	1.00	1.00

*Asterisk indicates final staffing plan decision by Executive Director.

[PFI 1129] [PHELPS HOSPITAL] ACUTE CARE INPATIENT UNITS

Additional Care Team Members			
<u>Skills</u>	<u>Shift Coverage</u>		
	Day	Evening	Night
Unit Nurse Management	X		
Assistant Nurse Management		X	
Staff Educator	X		
Unit Clerical Support	X	X	X
1:1 Patient Observer/sitter	X	X	X
Admissions Nurse (Facilitator/ Functional Nurse)	X		
Patient Transport Team	X	X	
IV Therapy Team / Line Access	X	X	
Rapid Response Team	X	X	X
Respiratory Therapy Support	X	X	X
Nutritionist	X		
Rehab Activities (OT, PT, Speech)	X	X	
Clinical Pharmacist	X	X	
Licensed Social Services / Case Management	X		
Spiritual Services	X	X	X
Hospitalist / NP / PA	X	X	X
Hospitality	X	X	
Nursing Student	X		
Intern / Resident	X		
Volunteers	X		
Other			

The list of caregivers in these boxes were provided to all hospitals.

[PFI 1129] [PHELPS HOSPITAL] ACUTE CARE INPATIENT UNITS

*2 Center

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	26
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff						
			Mon	Tues	Wed	Thu	Fri	Sat	Sun
Day Shift									
RN	7am-7:30pm	12.50	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Patient Care Associate	7am-3:15ppm	8.25	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Evening Shift									
Patient Care Associate	3p-11:15pm	8.25	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Night Shift									
RN	7pm-7:30am	12.50	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Patient Care Associate	11pm-7:15am	8.25	3.00	3.00	3.00	3.00	3.00	3.00	3.00

*Asterisk indicates final staffing plan decision by Executive Director.

[PFI 1129] [PHELPS HOSPITAL] ACUTE CARE INPATIENT UNITS

Additional Care Team Members			
<u>Skills</u>	<u>Shift Coverage</u>		
	Day	Evening	Night
Unit Nurse Management	X		
Assistant Nurse Management		X	
1:1 Patient Observer/sitter	X	X	X
Admissions Nurse (Facilitator/ Functional Nurse)	X		
Clinical Pharmacist	X	X	
Hospitalist / NP / PA	X	X	X
Intern / Resident	X		
IV Therapy Team / Line Access	X	X	
Licensed Social Services / Case Management	X		
Monitor /Tele Technician	X	X	X
Nursing Student	X		
Nutritionist	X		
Patient Transport Team	X	X	
Rapid Response Team	X	X	X
Rehab Activities (OT, PT, Speech)	X		
Respiratory Therapy Support	X	X	X
Spiritual Services	X	X	X
Staff Educator	X		
Unit Clerical Support	X	X	X
Volunteers	X		
Other			

The list of caregivers in these boxes were provided to all hospitals.

[PFI 1129] [PHELPS HOSPITAL] ACUTE CARE INPATIENT UNITS

*1 South

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	16
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff						
			Mon	Tues	Wed	Thu	Fri	Sat	Sun
Day Shift									
RN	7am-7:30pm	12.50	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Behavioral Health Assistant	7am-3:15ppm	8.25	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Evening Shift									
Behavioral Health Assistant	3p-11:15pm	8.25	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Night Shift									
RN	7pm-7:30am	12.50	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Behavioral Health Assistant	11pm-7:15am	8.25	4.00	4.00	4.00	4.00	4.00	4.00	4.00

*Asterisk indicates final staffing plan decision by Executive Director.

[PFI 1129] [PHELPS HOSPITAL] ACUTE CARE INPATIENT UNITS

Additional Care Team Members			
<u>Skills</u>	<u>Shift Coverage</u>		
	Day	Evening	Night
Unit Nurse Management	X		
Assistant Nurse Management		X	
1:1 Patient Observer/sitter	X	X	X
Clinical Pharmacist	X	X	
Hospitalist / NP / PA	X	X	X
IV Therapy Team / Line Access	X	X	
Licensed Social Services / Case Management	X	X	
Nutritionist	X		
Patient Transport Team	X	X	
Rapid Response Team	X	X	X
Recreation / Milieu Therapist (BH Units)	X	X	
Rehab Activities (OT, PT, Speech)	X		
Respiratory Therapy Support	X	X	X
Spiritual Services	X	X	X
Staff Educator	X		
Unit Clerical Support	X		
Volunteers	X		
Other			
<input type="checkbox"/> The list of caregivers in these boxes were provided to all hospitals.			

**[PFI 1129] [PHELPS HOSPITAL]
ACUTE CARE INPATIENT UNITS**

**Maternal Child Health /Obstetrics, Special Care Nursery,
Pediatrics**

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	8 (4 Couplets)
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff						
			Mon	Tues	Wed	Thu	Fri	Sat	Sun
Day Shift									
RN	7am-7:30pm	12.50	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Patient Care Associate	7am-3:15pm	8.25	1.00	1.00	1.00	1.00	1.00	1.00	1.00
SCN RN	7am – 7:30pm	12.50	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Evening Shift									
Patient Care Associate	3p-11:15pm	8.25	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Night Shift									
RN	7pm-7:30am	12.50	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Patient Care Associate	11pm-7:15am	8.25	1.00	1.00	1.00	1.00	1.00	1.00	1.00
SCN RN	7am – 7:30pm	12.50	1.00	1.00	1.00	1.00	1.00	1.00	1.00

[PFI 1129] [PHELPS HOSPITAL] ACUTE CARE INPATIENT UNITS

Additional Care Team Members			
<u>Skills</u>	<u>Shift Coverage</u>		
	Day	Evening	Night
Unit Nurse Management	X		
Assistant Nurse Management			X
Clinical Pharmacist	X	X	
Hospitalist / NP / PA	X	X	X
Hospitality	X	X	
Intern / Resident	X		
IV Therapy Team / Line Access	X	X	
Licensed Social Services / Case Management	X	X	
Neonatologist	X	X	X
Nursing Student	X		
Nutritionist	X		
OB Safety Office	X	X	X
Patient Transport Team	X	X	
Pediatric Hospitalist	X	X	X
Rapid Response Team	X	X	X
Respiratory Therapy Support	X	X	X
Spiritual Services	X	X	X
Staff Educator	X		
Unit Clerical Support	X	X	
Volunteers	X		
Other			

The list of caregivers in these boxes were provided to all hospitals.

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

Operating Room

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	25
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff							
			Mon	Tues	Wed	Thu	Fri	Sat	Sun	
<i>Day Shift</i>										
RN	7am – 3pm	8.00	6.00	6.00	6.00	6.00	6.00	6.00	0.00	0.00
Patient Care Associate	7am – 3pm	8.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00	0.00
Surgical Technologist	7am – 3pm	8.00	5.00	5.00	5.00	5.00	5.00	5.00	0.00	0.00
<i>Evening Shift</i>										
RN	12pm – 8pm	8.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00	0.00
Patient Care Associate	12pm – 8pm	8.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00
Surgical Technologist	12pm – 8pm	8.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00	0.00

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

Additional Care Team Members			
<u>Skills</u>	<u>Shift Coverage</u>		
	Day	Evening	Night
Unit Nurse Management	X		
Administrative Support Assistant	X	X	
Anesthesia Provider	X	X	X
Clinical Nurse Specialist	X		
Clinical Pharmacist	X	X	
Hospitalist / NP / PA	X	X	X
Hospitality	X	X	
Intern / Resident	X		
IV Therapy Team / Line Access	X	X	
Licensed Social Services / Case Management	X	X	
MD Practitioner	X	X	
Nursing Student	X		
Nutritionist	X		
Patient Access Representative	X		
Patient Transport Team	X	X	
Radiology Tech	X	X	
Rapid Response Team	X	X	X
Respiratory Therapy Support	X	X	X
Spiritual Services	X	X	X
Volunteers	X		
Other			
<p><input type="checkbox"/> The list of caregivers in these boxes were provided to all hospitals.</p>			

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

Pain Center

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	4
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff						
			Mon	Tues	Wed	Thu	Fri	Sat	Sun
			Day Shift						
RN	8am – 4pm	8.00	2.00	2.00	2.00	2.00	2.00	0.00	0.00

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

Additional Care Team Members			
<u>Skills</u>	<u>Shift Coverage</u>		
	Day	Evening	Night
Unit Nurse Management	X		
Administrative Support Assistant	X		
Anesthesia Provider	X	X	X
Clinical Nurse Specialist	X		
Clinical Pharmacist	X	X	
Hospitalist / NP / PA	X	X	X
Hospitality	X	X	
Intern / Resident	X		
IV Therapy Team / Line Access	X	X	
Licensed Social Services / Case Management	X	X	
MD Practitioner	X	X	
Nursing Student	X		
Nutritionist	X		
Patient Access Representative	X		
Patient Transport Team	X	X	
Radiology Tech	X	X	
Rapid Response Team	X	X	X
Respiratory Therapy Support	X	X	X
Spiritual Services	X	X	X
Volunteers	X		
Other			
<input type="checkbox"/> The list of caregivers in these boxes were provided to all hospitals.			

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

Wound Healing

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	13
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff							
			Mon	Tues	Wed	Thu	Fri	Sat	Sun	
	Day Shift									
RN	8am – 4pm	8.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00
RN	8:30am – 4:30pm	8.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00
RN	9am – 5pm	8.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00
Patient Care Associate	8am – 4pm	8.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

Additional Care Team Members			
<u>Skills</u>	<u>Shift Coverage</u>		
	Day	Evening	Night
Supervisor	X		
Administrative Support Assistant	X		
Clinical Pharmacist	X		
Hospitalist / NP / PA	X	X	X
IV Therapy Team / Line Access	X		
Licensed Social Services / Case Management	X		
Nutritionist	X		
Patient Transport Team	X	X	
Rapid Response Team	X	X	X
Respiratory Therapy Support	X	X	X
Spiritual Services	X	X	X
Volunteers	X		
Other	X		

■ The list of caregivers in these boxes were provided to all hospitals.

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

Vascular Diagnostics/Cardiovascular & Cardiac Rehab

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	32
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff						
			Mon	Tues	Wed	Thu	Fri	Sat	Sun
			Day Shift						
RN	8am – 2:30pm	6.50	2.00	2.00	2.00	2.00	2.00	0.00	0.00
Cardiovascular Technologist	8am – 4pm	8.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00
Cardiovascular Technologist	9am – 5pm	8.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00
Cardiovascular Technologist	10am – 6pm	8.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

Additional Care Team Members			
Skills	Shift Coverage		
	Day	Evening	Night
Unit Management	X		
1:1 Patient Observer/sitter	X	X	X
Administrative Support Assistant	X		
Clinical Pharmacist	X	X	
Hospitalist / NP / PA	X	X	X
Intensivist	X	X	
IV Therapy Team / Line Access	X	X	
Licensed Social Services / Case Management	X		
Monitor /Tele Technician	X	X	X
Nutritionist	X		
Patient Transport Team	X	X	
Rapid Response Team	X	X	X
Rehab Activities (OT, PT, Speech)	X		
Respiratory Therapy Support	X	X	X
Spiritual Services	X	X	X
Other			

■ The list of caregivers in these boxes were provided to all hospitals.

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

Surgi-Center/Ambulatory Surgery

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	34
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff							
			Mon	Tues	Wed	Thu	Fri	Sat	Sun	
Day Shift										
RN	6am – 2:00pm	8.00	4.00	4.00	4.00	4.00	4.00	4.00	0.00	0.00
Patient Care Associate	6am – 2:00pm	8.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00
Evening Shift										
RN	12pm – 8pm	8.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00	0.00
Patient Care Associate	11:30am – 7:30pm	8.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

Additional Care Team Members			
<u>Skills</u>	Day	<u>Shift Coverage</u>	
		Evening	Night
Unit Nurse Management	X		
Administrative Support Assistant	X	X	
Anesthesia Provider	X	X	X
Clinical Nurse Specialist	X		
Clinical Pharmacist	X	X	
Hospitalist / NP / PA	X	X	X
Hospitality	X	X	
Intern / Resident	X		
IV Therapy Team / Line Access	X	X	
Licensed Social Services / Case Management	X	X	
MD Practitioner	X	X	
Nursing Student	X		
Nutritionist	X		
Patient Access Representative	X		
Patient Transport Team	X	X	
Radiology Tech	X	X	
Rapid Response Team	X	X	X
Respiratory Therapy Support	X	X	X
Spiritual Services	X	X	X
Volunteers	X		
Other			

The list of caregivers in these boxes were provided to all hospitals.

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

IR

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	26
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff																
			Mon	Tues	Wed	Thu	Fri	Sat	Sun										
Day Shift																			
RN	7am - 6pm	8.00	4.00	4.00	4.00	4.00	4.00	0.00	0.00										
Ultrasound Technologist	7am - 6pm	8.00	2.00	2.00	2.00	2.00	2.00	0.00	0.00										
Radiology Technologist	7am - 6pm	8.00	7.00	7.00	7.00	7.00	7.00	0.00	0.00										
0.00 0.00																			
Evening Shift																			
Ultrasound Technologist	6pm - 12am	8.00	3.00	3.00	3.00	3.00	3.00	0.00	0.00										
Radiology Technologist	6pm - 12am	8.00	2.00	2.00	2.00	2.00	2.00	0.00	0.00										
0.00 0.00																			
Night Shift																			
Ultrasound Technologist	12am - 7am	8.00	2.00	2.00	2.00	2.00	2.00	0.00	0.00										

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

Additional Care Team Members			
<u>Skills</u>	<u>Shift Coverage</u>		
	Day	Evening	Night
Unit Assistant Director	X		
Staff Educator	X		
Radiology Technologist	X	X	X
Patient Access Representative	X		
Patient Transport Team	X	X	
IV Therapy Team / Line Access	X	X	
Rapid Response Team	X	X	
Respiratory Therapy Support	X	X	
Nutritionist	X		
Clinical Pharmacist	X	X	
Licensed Social Services / Case Management	X	X	X
Spiritual Services	X	X	X
Hospitalist / NP / PA	X	X	X
Radiology Physician Assistant	X		X
Hospitality	X	X	
Volunteers	X		
Other			

The list of caregivers in these boxes were provided to all hospitals.

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

Hyperbaric

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	8
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff						
			Mon	Tues	Wed	Thu	Fri	Sat	Sun
Day Shift									
RN	7am – 3pm	8.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00
Hyperbaric Technologist	7am – 3pm	8.00	2.00	2.00	2.00	2.00	2.00	0.00	0.00

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

Additional Care Team Members			
Skills	Shift Coverage		
	Day	Evening	Night
Unit Nurse Management	X		
1:1 Patient Observer/sitter	X	X	X
Administrative Support Assistant	X		
Clinical Pharmacist	X	X	
Hospitalist / NP / PA	X	X	X
Intensivist	X	X	
IV Therapy Team / Line Access	X	X	
Licensed Social Services / Case Management	X		
Monitor /Tele Technician	X	X	X
Nutritionist	X		
Patient Transport Team	X	X	
Rapid Response Team	X	X	X
Rehab Activities (OT, PT, Speech)	X		
Respiratory Therapy Support	X	X	X
Spiritual Services	X	X	X
Other			

The list of caregivers in these boxes were provided to all hospitals.

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

3 South Endoscopy

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	28
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff						
			Mon	Tues	Wed	Thu	Fri	Sat	Sun
			Day Shift						
RN	8am – 6:30pm	10.00	8.00	8.00	8.00	8.00	8.00	0.00	0.00
Endoscopy Technologist	8am – 6:30pm	10.00	6.00	6.00	6.00	6.00	6.00	0.00	0.00

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

Additional Care Team Members			
<u>Skills</u>	<u>Shift Coverage</u>		
	Day	Evening	Night
Unit Nurse Management	X		
Administrative Support Assistant	X	X	
Anesthesia Provider	X	X	X
Clinical Nurse Specialist	X		
Clinical Pharmacist	X	X	
Hospitalist / NP / PA	X	X	X
Hospitality	X	X	
Intern / Resident	X		
IV Therapy Team / Line Access	X	X	
Licensed Social Services / Case Management	X	X	
MD Practitioner	X	X	
Nursing Student	X		
Nutritionist	X		
Patient Access Representative	X		
Patient Transport Team	X	X	
Radiology Tech	X	X	
Rapid Response Team	X	X	X
Respiratory Therapy Support	X	X	X
Spiritual Services	X	X	X
Volunteers	X		
Other			

The list of caregivers in these boxes were provided to all hospitals.

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

*PACU

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	34
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff						
			Mon	Tues	Wed	Thu	Fri	Sat	Sun
Day Shift									
RN	7 am – 3:00 pm 7 am – 5:30 pm 8 am – 8:30 pm	12.5 10	4	4	4	4	4	4	4
Unit Secretaries	7 am – 3:00 pm 7 am – 5:30 pm 8 am – 8:30 pm	12.5 10	0	0	0	0	0	0	0
Unlicensed Assistive Personnel (NA/PCA/TT)	7 am – 3:00 pm 7 am – 5:30 pm 8 am – 8:30 pm	12.5 10	1	1	1	1	1	1	1

Evening Shift									
RN	8 am – 8:30 pm 12 pm – 10 pm	8 12	2	2	2	2	2	2	2
Unlicensed Assistive Personnel (NA/PCA)	8 am – 8:30 pm 12 pm – 10 pm		1	1	1	1	1	1	1

*Asterisk indicates final staffing plan decision by Executive Director.

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

Additional Care Team Members			
Skills	Shift Coverage		
Title	Day	Evening	Night
Unit Nurse Management	X		
Administrative Support Assistants	X	X	
Anesthesia Provider	X	X	X
Clinical Nurse Specialist	X		
Clinical Pharmacist	X	X	
Hospitalist / NP / PA	X	X	X
Hospitality	X	X	
Intern / Resident	X		
IV Therapy Team / Line Access	X	X	
Licensed Social Services / Case Management	X	X	
MD Practitioner	X	X	
Nursing Student	X		
Nutritionist	X		
Patient Access Representative	X		
Patient Transport Team	X	X	
Radiology Tech	X	X	
Rapid Response Team	X	X	X
Respiratory Therapy Support	X	X	X
Spiritual Services	X	X	X
Volunteers	X		
Other			

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

*Emergency Department

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	79
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			Number of Staff						
Direct Caregivers	Scheduled Hours	Shift Length	Mon	Tues	Wed	Thu	Fri	Sat	Sun
Day Shift									
RN	7 am – 3:00 pm 7 am – 5:30 pm 8 am – 8:30 pm	12.5 10	4	4	4	4	4	4	4
Unlicensed Assistive Personnel (NA/PCA/)	7 am – 3:00 pm 7 am – 5:30 pm	12.5 10	3	3	3	3	3	3	3

Evening Shift									
RN	8 am – 8:30 pm 12 pm – 10 pm	8 12	3	3	3	3	3	3	3
Unlicensed Assistive Personnel (NA/PCA)	8 am – 8:30 pm 12 pm – 10 pm	8 12	2	2	2	2	2	2	2

Night Shift									
RN	7 pm – 7:30 am	12.5	4	4	4	4	4	4	4
Unlicensed Assistive Personnel (NA/PCA)	11 pm – 7:15 am	8.25	3	3	3	3	3	3	3

*Asterisk indicates final staffing plan decision by Executive Director.

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

Additional Care Team Members			
Skills	Shift Coverage		
Title	Day	Evening	Night
Unit Nurse Management	X		
Assistant Nurse Management	X	X	X
1:1 Patient Observer/sitter	X	X	X
Administrative Support Assistant	X	X	X
Admissions Nurse (Facilitator/ Functional Nurse)	X	X	
Associate Patient Access Services Representative	X	X	X
Clinical Nurse Specialist	X		
Clinical Pharmacist	X	X	
Clinical Support Services Assistant	X	X	X
Hospitalist / NP / PA	X	X	X
Hospitality	X	X	
Intensivist	X	X	X
IV Therapy Team / Line Access	X	X	
Licensed Social Services / Case Management	X		
Nursing Student	X		
Nutritionist	X		
Patient Transport Team	X	X	X
Pharmacy Tech		X	
Rapid Response Team	X	X	X
Rehab Activities (OT, PT, Speech)	X	X	
Respiratory Therapy Support	X	X	X
Spiritual Services	X	X	X
Staff Educator	X		
Volunteers	X		
Other			

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

*Infusion Center

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	55
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			Number of Staff						
Direct Caregivers	Scheduled Hours	Shift Length	Mon	Tues	Wed	Thu	Fri	Sat	Sun
			Day Shift						
RN	8 am – 6 pm	10	6	6	6	6	6	6	6
Unlicensed Assistive Personnel (NA/PCA/)	8 am – 4 pm	8	2	2	2	2	2	2	2

*Asterisk indicates final staffing plan decision by Executive Director.

[PFI 1129] [PHELPS HOSPITAL] AMBULATORY/PROCEDURAL AREAS

Additional Care Team Members			
Skills	Shift Coverage		
Title	Day	Evening	Night
Unit Nurse Management	X		
Administrative Support Coordinator	X		
Clinical Pharmacist	X	X	
Hospitalist / NP / PA	X	X	X
Hospitality	X	X	
IV Therapy Team / Line Access	X	X	
Licensed Social Services / Case Management	X	X	
Nursing Student	X		
Nutritionist	X		
Patient Transport Team	X	X	
Rapid Response Team	X	X	X
Respiratory Therapy Support	X	X	X
Spiritual Services	X	X	X
Staff Educator	X		
Volunteers	X		
Other			