



## Maimonides Midwood Community Hospital Staffing Guidelines

### Summary

Maimonides Midwood Community Hospital (MMCH) is a non-profit acute care hospital located in the Midwood section of Brooklyn. The inpatient services consist of 107 Medical and Surgical beds, 7 Intensive Care Unit (ICU) beds and 12 Progressive Care Unit (PCU) beds throughout the facility. The occupancy rate for the MMCH for 2023 (Jan – Oct) has been approximately 63%. Which is down from last year by approximately 8%. Due to low volume complex cases and surgeries performed, the medical acuity of patients and case mix index (CMI) have been moderate to low. These factors, in addition to the volatility of patient volume are some of the major contributing factors the facility takes into consideration when determining and assessing staffing levels across the entire institution.

### ICU

- **RN-** The ICU consists of 7 beds with an ADC of 5.45. The total FTE count is 17.0, which includes 8.4 day and 8.6-night FTE's. The average staffing ratio of 1:2 is based on the ADC.
- **PCA-** The total FTE count is 4.2, which includes 1.4 day 1.4 evenings and 1.4-night FTE's. The staffing is 1 PCA/CNA per shift.

### PCU

- **RN-** The PCU consists of 12 beds with an ADC of 9.63. The total FTE count is 22.8, which includes 11.6 day and 11.2-night FTE's. The average staffing ratio of 1:3 is based on the ADC.
- **PCA-** The agreed total FTE count is 8.4, which includes day 3.28 evenings and 3.28-night FTE's. 2 PCA's per shift. The agreed union and management staffing is 2 PCA/CNA per shift.

### 2<sup>nd</sup> Floor

- **RN-** The second floor consists of 41 medical/surgical beds with an ADC of 26.16. The total FTE count is 27.2, which includes 13.6 day and 13.6 -night FTE's. The average staffing ratio of 1:7 is based on the ADC.
- **CNA-** The total FTE count is 22.2, which includes 8 day, 7.4 evening and 6.8-night FTE's. The average staffing ratio of 1:7 is based on the ADC.

- **NSA-** The total FTE count is 2.8, which includes 1.4 day and 1.4 evenings FTE's. The staffing is 1 NSA for the day and evening shift.

### **3<sup>rd</sup> Floor**

- **RN-** The third floor consists of 41 medical/surgical beds with an ADC of 27.33. The total FTE count is 26.6, which includes 13.4 day and 13.2-night FTE's. The average staffing ratio of 1:7 is based on the ADC.
- **CNA-** The total FTE count is 21.4, which includes 8.0 day, 7.0 evening and 6.4-night FTE's. The union and management average staffing ratio of 1:7 is based on the ADC.
- **NSA-** The total FTE count is 2.4, which includes 1.4 day and 1.4 evenings FTE's. The staffing is 1 NSA for the day and 1 evening shift.

### **4<sup>th</sup> Floor**

- **RN-** The fourth floor consists of 25 medical/surgical beds with an ADC of 17.42. The total FTE count is 17.2, which includes 8.6 day and 8.6-night FTE's. The union and management average staffing ratio of 1:7 is based on the ADC.
- **CNA-** The total FTE count is 13.2, which includes 4.4 FTE day, 5 FTE evening and 3.8-night FTE's. The union and management average staffing ratio of 1:7 is based on the ADC.
- **NSA-** The total FTE count is 2.8, which includes 1.4 FTE's day and 1.4 evenings FTE's. The union and management staffing is 1 NSA for the day and evening shift.

### **Emergency Department**

- **RN-** The ED consists of 29 bays and 7 fast track chairs. The total FTE count is 39.38, which includes 2.84 Charge FTE's days and 2.84 nights, 2.84 Triage FTE's days and 2.84 nights, 11.37 Staff RN FTE's day, 11.37 FTE's nights and 2.84 flex shift. The fast track consists of 2.4 FTE's. The agreed union and management staffing is 1 Charge RN for the day shift and night shift. 1 Triage RN for day shift and night shift. 4 RN's day shift and night shift and 1 RN on the flex shift. Year to date (Jan to Oct) of 2023 the ED had 17,011 visits.
- **CNA/ PCA-** The total FTE count is 11.14, which includes 4.0 day 4.4 evenings and 3.0-night

FTE's. The agreed union and management staffing is 3 PCA/CNA for day and evening and 2 PCA's for the night shift.

- **NSA-** The total FTE count is 4.93, which includes 1.4 day and 1.4 evenings and 1.4-night FTE's. The union and management staffing is 1 NSA for the day, evening, and night shift.

## **Perioperative Care**

### **Presurgical Testing**

- **RN-** Presurgical testing is located on the main floor in the hospital. Patients who are scheduled for surgical procedures will go through PST first to make sure they are properly screened and cleared for their surgical procedure. The PST agreed total FTE count is 2.75. The agreed union and management staffing 3 RN's on the day shift.
- **PCA-** The agreed total FTE count is 1. The agreed union and management staffing is 1 PCA for the day shift.
- **NSA-** The agreed total FTE count is 1. The agreed union and management staffing is 1 NSA for the day shift.

### **Ambulatory Surgery (ASU)**

- **RN-** Ambulatory surgery department is located on the 4<sup>th</sup> floor in the main hospital building. The staff in the department admit all patients who are scheduled to have surgical procedures at MMCH. Patients are evaluated prior to their surgical procedures, prepped, and escorted for their procedure. Phase 2 and 3 recovery is also located in ASU Department. The ASU agreed total FTE count is 7.5, which consists of 5.5 FTE day and 2 FTE evenings. The agreed union and management staffing is 6 RN days and 2 RN on the evening shift.
- **PCA-** The agreed total FTE count is 1. The agreed union and management staffing is 1 PCA for the day shift.
- **Scheduler-** The agreed total FTE count is 1. The agreed union and management staffing is 1 Scheduler for the day shift.

## **Operating Room**

- **RN-** The operating department is in the main hospital; it consists of 5 operating rooms. The OR agreed total FTE count is 14, which consists of 11 FTE day and 3 FTE evenings. The agreed union and management staffing is 12 RN days and 3 RN on the evening shift.
- **Surgical Tech-** The OR agreed total FTE count is 9, which consists of 6 FTE day and 3 FTE evenings. The agreed union and management staffing is 6 ST days and 3 ST on the evening shift.
- **POSA-** The OR agreed total FTE count is 5, which consists of 2 FTE day and 3 FTE evenings. The agreed union and management staffing is 2 POSA's days and 3 POSA's on the evening shift.
- **CSP-** The agreed total FTE count is 3. The agreed union and management staffing is 3 CSP Techs for the day.
- **InsideORAid-** The OR agreed total FTE count is 3, which consists of 2 FTE days and 1 FTE evenings. The agreed union and management staffing is 2 Aids days and 1 Aid on the evening shift.
- **Scheduler-** The agreed total FTE count is 1. The agreed union and management staffing is 1 Scheduler for the day shift.

## **Post Anesthesia Care Unit**

- **RN-** The PACU consists of 7 rooms that manage patients post general surgeries. The agreed total FTE count is 7.95, which consists of 5.49 FTE day and 2.46 FTE evenings. The agreed union and management staffing is 5 RN days and 2 RN on the evening shift.

## **Infusion Center:**

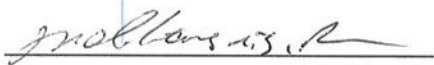
- **RN-** This brand-new state of the art infusion center opened in March of 2023, the infusion center provides infusion of intravenous chemotherapy, vitamins and etc. The agreed total FTE count is 5.50, the infusion department is open from 9am to 5pm Monday to Friday. The agreed union and management staffing is 5 RN's.

- **Medical Assistant:** The agreed total FTE count is 3. The agreed union and management staffing is 3 MA's per day.
- **NSA/Clerical:** The agreed total FTE count is 3. The agreed union and management staffing is 3 NA's per day.

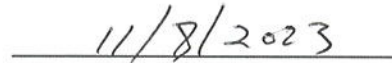
**Interventional Radiology:**

- **RN-** This brand-new program in collaboration with Maimonides medical Center to provide IR care to MMCH patients. The agreed total FTE count is 2, the IR department is open from 9am to 5pm Monday - Friday. The agreed union and management staffing is 2 RN's per day. Currently the volume for IR is very low, less than 20 patients per week.

**Chief Nursing Office and Vice President**  
Boris Molchanskiy DNP



**Signature**



**Date**

New York Community Hospital										
2023 Staffing Committee										
Staffing Proposal for 2023										
Service Line	Unit	ADC (Jan- Oct 2023)	Nursing Staff	Coverage by Shift			Estimated FTE's			Total FTEs
				Day	Evening	Night	Day	Evening	Night	
Critical Care	ICU (7 Beds)	5.45	Charge RN		-		0.00	-	0.00	0.00
			Registered Nurse	3	-	3	8.40	-	8.60	17.00
			CNA/PCA	1	1	1	1.40	1.40	1.40	4.20
			NSA			-	0.00	0.00	-	0.00
	PCU (12 Beds)	9.63	Charge RN	1	-	1	2.80	-	2.80	5.60
			Registered Nurse	3	-	3	8.80	-	8.40	17.20
			CNA/PCA	2	2	2	2.80	2.80	2.80	8.40
		NSA				0.00	0.00	-	0.00	
Med/Surg/Stroke	2nd Floor (41 Beds)	26.16	Charge RN		-		0.00	-	0.00	0.00
			Registered Nurse	4	-	4	13.60	-	13.60	27.20
			CNA/PCA	4	4	4	8.00	7.40	6.80	22.20
			NSA	1	1	-	1.40	1.40	-	2.80
	3rd Floor (41 Beds)	27.33	Charge RN		-		0.00	-	0.00	0.00
			Registered Nurse	4	-	4	13.40	-	13.20	26.60
			CNA	4	4	4	8.00	7.00	6.40	21.40
			Unit Clerk	1	1	-	1.40	1.40	-	2.80
	4th Floor (25 Beds)	17.42	Charge RN		-		0.00	-	0.00	0.00
			Registered Nurse	3	-	3	8.60	-	8.60	17.20
		CNA/PCA	3	3	3	4.40	5.00	3.80	13.20	
		NSA	1	1	-	1.40	1.40	-	2.80	
Emergency Department	ED (29 Beds)	17,011 vists (YTD)	Charge RN		-		0.00	-	0.00	0.00
			Triage RN	1	-	1	2.80	-	2.80	5.60
	Fast Track (7 Chairs)		Ambulance Triage		-		0.00	-	0.00	0.00
			Registered Nurses	4		4	14.80	5.60	13.40	33.80
			Fast Track	-	2	-	-	2.44	-	2.44
			CNA/PCA	3	3	2	4.00	4.40	3.00	11.40
		NSA	1	1	1	1.40	1.40	1.40	4.20	
Infusion Center	(17 Chairs)		Registered Nurse	5	-		5.50	-		5.50
			Medical Assistant	3	-		3.00	-		3.00
			Clerical Staff	3			3.00			3.00
Interventional Radiology	(1 Room)		Registered Nurse	2			2.00			2.00
										0.00
										0.00
Peri-Op Services	PST		Registered Nurse	3	-	-	2.60	-	-	2.60
			CNA/PCA	1	-	-	1.00	-	-	1.00
			NSA	1	-	-	1.00	-	-	1.00
	Amb/Surg (4 Chairs)		Registered Nurse	8	-	-	7.50	-	-	7.50
			CNA/PCA	1	-	-	1.00	-	-	1.00
			NSA					-	-	0.00
	OR (5 Rooms)		Registered Nurse	11	3	-	10.50	3.00	-	13.50
			Surgical Tech	7	2		6.50	2.00		8.50
			CNA/PCA		-	-		-	-	0.00
			NSA		-	-		-	-	0.00
PACU (7 Beds)		Registered Nurse	5	2		4.60	2.00		6.60	