

## HOSPITAL INFORMATION

<b>Region</b>	Central Regional Office
<b>County</b>	Cortland
<b>Council</b>	Central New York
<b>Network</b>	THE GUTHRIE CLINIC
<b>Reporting Organization</b>	Guthrie Cortland Medical Center
<b>Reporting Organization Id</b>	0158
<b>Reporting Organization Type</b>	Hospital (pfi)
<b>Data Entity</b>	Guthrie Cortland Medical Center

RN DAY SHIFT STAFFING

Provide a description of Clinical Unit, including a description of typical patient services provided on the unit and the unit's location in the hospital.	Planned average number of Registered Nurses (RN) on the unit providing direct patient care per day on the Day Shift? (Please provide a number with up to 5 digits. Ex: 101.50)	Planned total hours of RN nursing care per patient including adjustment for case mix and acuity on the Day Shift (Please provide a number with up to 5 digits. Ex: 101.50)	Planned average number of patients on the unit per day on the Day Shift? (Please provide a number with up to 5 digits. Ex: 101.50)	What is the planned average number of patients for which one RN on the unit will provide direct patient care per day on the Day Shift (Please provide a number with up to 5 digits. Ex: 101.50) ?
Cardiac Rehab-program for cardiac outpatients (Monday through Friday, day shift only)	1	0	5	5
Cancer center/medical infusion	5	0	25	5
Outpatient Cardiac Services	1	0	5	5
Interventional Radiology	1	0	5	5
PACU-post anesthesia care unit	4	0	10	3
Endoscopic procedures	9	0	15	2
Pre and Post Surgery care	6	0	15	3
Surgical Services-Operating Room	7	0	12	1
Emergency Care	6	2.8	35	5
Psychiatric Unit (1E)	2	4.36	11	5.5
Maternity (2E)	3	12	4	2
Medical Surgical (2C)	4	4	18	9
Telemetry (2S)	4	4	24	8
Intensive Care Unit (ICU)	4	9.6	10	3.33

LPN DAY SHIFT STAFFING

Provide a description of Clinical Unit, including a description of typical patient services provided on the unit and the unit's location in the hospital.	Planned average number of Licensed Practical Nurses (LPN) on the unit providing direct patient care per day on the Day Shift? (Please provide a number with up to 5 digits. Ex: 101.50)	Planned total hours of LPN care per patient including adjustment for case mix and acuity on the Day Shift (Please provide a number with up to 5 digits. Ex: 101.50)
Cardiac Rehab-program for cardiac outpatients (Monday through Friday, day shift only)	0	0
Cancer center/medical infusion	0	0
Outpatient Cardiac Services	1	0
Interventional Radiology	0	0
PACU-post anesthesia care unit	0	0
Endoscopic procedures	0	0
Pre and Post Surgery care	0	0
Surgical Services-Operating Room	0	0
Emergency Care	1	4
Psychiatric Unit (1E)	0	0
Maternity (2E)	0	0
Medical Surgical (2C)	3	2.67
Telemetry (2S)	3	3
Intensive Care Unit (ICU)	0	0

DAY SHIFT ANCILLARY STAFF

Provide a description of Clinical Unit, including a description of typical patient services provided on the unit and the unit's location in the hospital.	Planned average number of ancillary members of the frontline team on the unit per day on the Day Shift? (Please provide a number with up to 5 digits. Ex: 101.50)	Planned total hours of ancillary members of the frontline team including adjustment for case mix and acuity on the Day Shift (Please provide a number with up to 5 digits. Ex: 101.50)
Cardiac Rehab-program for cardiac outpatients (Monday through Friday, day shift only)	0	0
Cancer center/medical infusion	0	1
Outpatient Cardiac Services	2	0
Interventional Radiology	0	0
PACU-post anesthesia care unit	0	0
Endoscopic procedures	0	0
Pre and Post Surgery care	0	0
Surgical Services-Operating Room	7	0
Emergency Care	0	0
Psychiatric Unit (1E)	5	0
Maternity (2E)	1	0
Medical Surgical (2C)	1	0
Telemetry (2S)	1	0
Intensive Care Unit (ICU)	1	0

DAY SHIFT UNLICENSED STAFFING

Provide a description of Clinical Unit, including a description of typical patient services provided on the unit and the unit's location in the hospital.	Planned average number of unlicensed personnel (e.g., patient care technicians) on the unit providing direct patient care per day on the Day Shift? (Please provide a number with up to 5 digits. Ex: 101.50)	Planned total hours of unlicensed personnel care per patient including adjustment for case mix and acuity on the Day Shift (Please provide a number with up to 5 digits. Ex: 101.50)
Cardiac Rehab-program for cardiac outpatients (Monday through Friday, day shift only)	1	0
Cancer center/medical infusion	0	0
Outpatient Cardiac Services	0	0
Interventional Radiology	0	0
PACU-post anesthesia care unit	0	0
Endoscopic procedures	5	0
Pre and Post Surgery care	1	0
Surgical Services-Operating Room	0	0
Emergency Care	6	1
Psychiatric Unit (1E)	2	4.36
Maternity (2E)	0	0
Medical Surgical (2C)	3	2.67
Telemetry (2S)	3	3
Intensive Care Unit (ICU)	1	6.4

DAY SHIFT ADDITIONAL RESOURCES

<p><b>Provide a description of Clinical Unit, including a description of typical patient services provided on the unit and the unit's location in the hospital.</b></p>	<p><b>Description of additional resources available to support unit level patient care on the Day Shift. These resources include but are not limited to unit clerical staff, admission/discharge nurse, and other coverage provided to registered nurses, licensed practical nurses, and ancillary staff.</b></p>
<p>Cardiac Rehab-program for cardiac outpatients (Monday through Friday, day shift only)</p>	<p>1-Exercise Specialist</p>
<p>Cancer center/medical infusion</p>	<p>Pharmacy runner-Monday through Friday</p>
<p>Outpatient Cardiac Services</p>	<p>2-Echo Techs</p>
<p>Interventional Radiology</p>	<p>None</p>
<p>PACU-post anesthesia care unit</p>	<p>None</p>
<p>Endoscopic procedures</p>	<p>1-Registration clerk and 5 Endo Techs</p>
<p>Pre and Post Surgery care</p>	<p>1-Patient Care Tech</p>
<p>Surgical Services-Operating Room</p>	<p>1-Surgical Scheduler, 2 OR Techs, 4 Surgical Techs and 1-Unit Based Educator</p>
<p>Emergency Care</p>	<p>1-Unit Based Educator-Monday through Friday, 5 Techs and 1 Unit Clerk</p>

Psychiatric Unit (1E)	2 Patient Care Techs, 1 Psych Evaluator, 1-Activity Coordinator, 1 Social Worker and 1 Unit Coordinator
Maternity (2E)	1-Unit Based Educator
Medical Surgical (2C)	1-Unit Secretary, 3-Patient Care Techs, 1-Unit Based Educator split between 2S and 2C
Telemetry (2S)	1-Unit Secretary, 3-Patient Care Techs and 1-Unit Based Educator split between 2S and 2C
Intensive Care Unit (ICU)	1-Unit Based Educator, 1-Patient Care Tech and 1-Unit Clerk

**DAY SHIFT CONSENSUS INFORMATION**

<b>Provide a description of Clinical Unit, including a description of typical patient services provided on the unit and the unit's location in the hospital.</b>	<b>Our Clinical Staffing Committee reached consensus on the clinical staffing plan for this unit:</b>	<b>If no, Chief Executive Officer Statement in support of clinical staffing plan for this unit:</b>	<b>Statement by members of clinical staffing committee selected by the general hospital administration (management members):</b>	<b>Statement by members of clinical staffing committee that were registered nurses, licensed practical nurses, and ancillary members of the frontline team (employee members):</b>
Cardiac Rehab-program for cardiac outpatients (Monday through Friday, day shift only)	Yes			
Cancer center/medical infusion	Yes			
Outpatient Cardiac Services	Yes			
Interventional Radiology	Yes			

PACU-post anesthesia care unit	Yes			
Endoscopic procedures	Yes			
Pre and Post Surgery care	Yes			
Surgical Services-Operating Room	Yes			
Emergency Care	Yes			
Psychiatric Unit (1E)	Yes			
Maternity (2E)	Yes			
Medical Surgical (2C)	Yes			
Telemetry (2S)	Yes			
Intensive Care Unit (ICU)	Yes			



**RN EVENING SHIFT STAFFING**

<b>Provide a description of Clinical Unit, including a description of typical patient services provided on the unit and the unit's location in the hospital.</b>	<b>Planned average number of Registered Nurses (RN) on the unit providing direct patient care per day on the Evening Shift? (Please provide a number with up to 5 digits. Ex: 101.50)</b>	<b>Planned total hours of RN nursing care per patient including adjustment for case mix and acuity on the Evening Shift (Please provide a number with up to 5 digits. Ex: 101.50)</b>	<b>Planned average number of patients on the unit per day on the Evening Shift? (Please provide a number with up to 5 digits. Ex: 101.50)</b>	<b>What is the planned average number of patients for which one RN on the unit will provide direct patient care per day on the Evening Shift (Please provide a number with up to 5 digits. Ex: 101.50)?</b>
Emergency Care	8	2.8	35	5
Psychiatric Unit (1E)	2	4.36	11	5.5
Maternity (2E)	3	12	4	2
Medical Surgical (2C)	4	4	18	9
Telemetry (2S)	4	4	24	6
Intensive Care Unit (ICU)	4	9.6	10	3.33

**LPN EVENING SHIFT STAFFING**

<b>Provide a description of Clinical Unit, including a description of typical patient services provided on the unit and the unit's location in the hospital.</b>	<b>Planned average number of Licensed Practical Nurses (LPN) on the unit providing direct patient care per day on the Evening Shift? (Please provide a number with up to 5 digits. Ex: 101.50)</b>	<b>Planned total hours of LPN care per patient including adjustment for case mix and acuity on the Evening Shift (Please provide a number with up to 5 digits. Ex: 101.50)</b>
Emergency Care	0	0
Psychiatric Unit (1E)	0	0
Maternity (2E)	0	0
Medical Surgical (2C)	3	2.67
Telemetry (2S)	3	3
Intensive Care Unit (ICU)	0	0

**EVENING SHIFT ANCILLARY STAFF**

<b>Provide a description of Clinical Unit, including a description of typical patient services provided on the unit and the unit's location in the hospital.</b>	<b>Planned average number of ancillary members of the frontline team on the unit per day on the Evening Shift? (Please provide a number with up to 5 digits. Ex: 101.50)</b>	<b>Planned total hours of ancillary members of the frontline team including adjustment for case mix and acuity on the Evening Shift (Please provide a number with up to 5 digits. Ex: 101.50)</b>
Emergency Care	1	0
Psychiatric Unit (1E)	1	0
Maternity (2E)	0	0
Medical Surgical (2C)	1	0
Telemetry (2S)	1	0
Intensive Care Unit (ICU)	0	0

**EVENING SHIFT UNLICENSED STAFFING**

<b>Provide a description of Clinical Unit, including a description of typical patient services provided on the unit and the unit's location in the hospital.</b>	<b>Planned average number of unlicensed personnel on the unit providing direct patient care per day on the Evening Shift? (Please provide a number with up to 5 digits. Ex: 101.50)</b>	<b>Planned total hours of unlicensed personnel care per patient including adjustment for case mix and acuity on the Evening Shift (Please provide a number with up to 5 digits. Ex: 101.50)</b>
Emergency Care	5	0
Psychiatric Unit (1E)	2	4.36
Maternity (2E)	0	0
Medical Surgical (2C)	3	2.67
Telemetry (2S)	3	3
Intensive Care Unit (ICU)	1	6.4

**EVENING SHIFT ADDITIONAL RESOURCES**

Provide a description of Clinical Unit, including a description of typical patient services provided on the unit and the unit's location in the hospital.	Description of additional resources available to support unit level patient care on the Evening Shift. These resources include but are not limited to unit clerical staff, admission/discharge nurse, and other coverage provided to registered nurses, licensed practical nurses, and ancillary staff.
Emergency Care	1-Unit Clerk and 5-Patient Care Techs
Psychiatric Unit (1E)	1-Psych Evaluator, 2 Patient Care Techs
Maternity (2E)	None
Medical Surgical (2C)	1-Unit Secretary and 3-Patient Care Techs
Telemetry (2S)	1-Unit Secretary and 3-Patient Care Techs
Intensive Care Unit (ICU)	1-Patient Care Tech

**EVENING SHIFT CONSENSUS INFORMATION**

Provide a description of Clinical Unit, including a description of typical patient services provided on the unit and the unit's location in the hospital.	Our Clinical Staffing Committee reached consensus on the clinical staffing plan for this unit:	If no, Chief Executive Officer Statement in support of clinical staffing plan for this unit:	Statement by members of clinical staffing committee selected by the general hospital administration (management members):	Statement by members of clinical staffing committee that were registered nurses, licensed practical nurses, and ancillary members of the frontline team (employee members):
Emergency Care	Yes			

Psychiatric Unit (1E)	Yes			
Maternity (2E)	Yes			
Medical Surgical (2C)	Yes			
Telemetry (2S)	Yes			
Intensive Care Unit (ICU)	Yes			

RN NIGHT SHIFT STAFFING

<b>Name of Clinical Unit:</b>	<b>Provide a description of Clinical Unit, including a description of typical patient services provided on the unit and the unit's location in the hospital.</b>	<b>Planned average number of Registered Nurses (RN) on the unit providing direct patient care per day on the Night Shift? (Please provide a number with up to 5 digits. Ex: 101.50)</b>	<b>Planned total hours of RN nursing care per patient including adjustment for case mix and acuity on the Night Shift (Please provide a number with up to 5 digits. Ex: 101.50)</b>	<b>Planned average number of patients on the unit per day on the Night Shift? (Please provide a number with up to 5 digits. Ex: 101.50)</b>
Emergency Department	Emergency Care	5	2.8	5
Psychiatry	Psychiatric Unit (1E)	2	4.36	11
Obstetrics/Gynecology	Maternity (2E)	3	12	4
Medical/Surgical	Medical Surgical (2C)	4	4	18
Telemetry	Telemetry (2S)	4	4	24
Intensive Care	Intensive Care Unit (ICU)	4	9.6	10

LPN NIGHT SHIFT STAFFING

<b>Name of Clinical Unit:</b>	<b>What is the planned average number of patients for which one RN on the unit will provide direct patient care per day on the Night Shift (Please provide a number with up to 5 digits. Ex: 101.50)?</b>	<b>Planned average number of Licensed Practical Nurses (LPN) on the unit providing direct patient care per day on the Night Shift? (Please provide a number with up to 5 digits. Ex: 101.50)</b>
Emergency Department	1	0
Psychiatry	5.5	0
Obstetrics/Gynecology	2	0
Medical/Surgical	9	3
Telemetry	8	3
Intensive Care	3.33	0

NIGHT SHIFT ANCILLARY STAFF

<b>Name of Clinical Unit:</b>	<b>Planned total hours of LPN care per patient including adjustment for case mix and acuity on the Night Shift (Please provide a number with up to 5 digits. Ex: 101.50)</b>	<b>Planned average number of ancillary members of the frontline team on the unit per day on the Night Shift? (Please provide a number with up to 5 digits. Ex: 101.50)</b>
Emergency Department	0	1
Psychiatry	0	1
Obstetrics/Gynecology	0	0
Medical/Surgical	2.67	0
Telemetry	3	0
Intensive Care	0	0

**NIGHT SHIFT UNLICENSED STAFFING**

<b>Name of Clinical Unit:</b>	<b>Planned total hours of ancillary members of the frontline team including adjustment for case mix and acuity on the Night Shift (Please provide a number with up to 5 digits. Ex: 101.50)</b>	<b>Planned average number of unlicensed personnel on the unit providing direct patient care per day on the Night Shift? (Please provide a number with up to 5 digits. Ex: 101.50)</b>
Emergency Department	0	3
Psychiatry	0	2
Obstetrics/Gynecology	0	0
Medical/Surgical	0	3
Telemetry	0	3
Intensive Care	0	1

**NIGHT SHIFT ADDITIONAL RESOURCES**

<b>Name of Clinical Unit:</b>	<b>Planned total hours of unlicensed personnel care per patient including adjustment for case mix and acuity on the Night Shift (Please provide a number with up to 5 digits. Ex: 101.50)</b>
Emergency Department	0
Psychiatry	4.36
Obstetrics/Gynecology	0
Medical/Surgical	2.67
Telemetry	3
Intensive Care	6.4

NIGHT SHIFT CONSENSUS INFORMATION

Name of Clinical Unit:	Description of additional resources available to support unit level patient care on the Night Shift. These resources include but are not limited to unit clerical staff, admission/discharge nurse, and other coverage provided to registered nurses, licensed practical nurses, and ancillary staff.	Our Clinical Staffing Committee reached consensus on the clinical staffing plan for this unit:	If no, Chief Executive Officer Statement in support of clinical staffing plan for this unit:	Statement by members of clinical staffing committee selected by the general hospital administration (management members):
Emergency Department	1-Unit Clerk and 3 Patient Care Techs	Yes		
Psychiatry	1-Psych Evaluator and 2-Patient Care Techs	Yes		
Obstetrics/Gynecology	None	Yes		
Medical/Surgical	3-Patient Care Techs	Yes		
Telemetry	3-Patient Care Techs	Yes		
Intensive Care	None	Yes		



CBA INFORMATION

<p><b>We have one or more collective bargaining agreements:</b></p>	<p>No</p>
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