

**Fixed Staffing Matrix**

Minimum means the minimum number of RNs, LPNs, CNAs, and UAPs per shift based on the average needs of the unit such as patient acuity, staff skill level, and patient care activities. If a unit does not utilize certain staff for that shift please put "0", do not leave it blank.

<b>Unit/ Clinic Name:</b>	<b>Ambulatory Department</b>					
<b>Unit/ Clinic Type:</b>	<b>Surgical Services</b>					
<b>Unit/ Clinic Address:</b>	<b>3900 Capital Mall Drive SW, Olympia, WA 98502</b>					
<b>Effective as of:</b>	<b>1-Jan-25</b>					
<b>Day of the week</b>						
Day of the week	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
Monday-Friday	Day (0500-1330)	8	4	0	2	0
	Day (0500-1530)	10	2	0	0	0
	Day (0500-1730)	12	2	0	0	0
	Day (0700-1930)	12	2	0	0	0
	Day (0830-1700)	10	0	0	0	1
	Eve (0900-2130)	12	2	0	0	0
	Eve (1100-2130)	10	1	0	0	0
	Eve (1130-2000)	8	0	0	1	0

**Unit Information**

**Additional Care Team Members**

Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
HUC (UAP)	1- 0830-1700			

**Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):**

Activity such as patient admissions, discharges, and transfers

Description:  
 Inpatients and outpatient surgery admission and preparation for surgery or procedure. Average daily census monitored and staffed accordingly.

Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift

Description:  
 Unit responsible for admission, pre-operative preparation, and phase II recovery of surgical outpatients. Patients consist of OR, Cath Lab, IR, Endo, CT, Radiology, Blood transfusions and infusions, and Cardioversions. Outpatient care interventions are provided to patients who will be discharged after their procedure is completed, cardiac catheterization and other cardiac procedures requiring close monitoring, radiological procedures, endoscopy procedures, anesthesia consultation, laboratory procedures requiring a nurse to draw blood from a saline-lock or central lines, IV infusions & blood transfusions, Phase II recovery for outpatients, and individualized discharge instructions.

Skill mix

Description:

Level of experience of nursing and patient care staff

Description:

Need for specialized or intensive equipment

Description:

Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

Description:

This unit includes 14 bays/rooms.

Other

Description:

Days of week, staffing level based on shift time variable based on patient census and acuity. start and end time of shifts may also vary based on census and acuity needs.