



DOH 346-154

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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.

Unit/ Clinic Name:	MB Gastroenterology, Hepatology and Nutrition Clinic					
Unit/ Clinic Type:	Ambulatory					
Unit/ Clinic Address:	311 S L St., Tacoma, WA, 98405					
Effective as of:	1/1/25					
Day of the week						
Day of the week	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
	Monday	8	2	0	0	1
	Tuesday	8	2	0	0	1
	Wednesday	8	2	0	0	1
	Thursday	8	2	0	0	1
	Friday	8	2	0	0	1



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MB Gastroenterology, Hepatology and Nutrition Clinic Information

Additional Care Team Members

Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Physician	X	OC	OC	OC
ARNP- Outpatient	X			
ARNP-Inpatient	X			
Registered Dieticians	X			
Office Coordinator	X			
Access Center (shared resource)	X			
Medical Receptionist (shared resource)	X			
Social Worker (shared resource)	X			
Radiology techs (xrays)	X			
Transfer Center (shared resource)	X	X	X	X
Referral Services (shared resource)	X			
Interpreter Services (in-person and virtual)	X	X	X	X
Clinic Nurse Manager	X	OC	OC	OC
	X	X	X	X
Mary Bridge Home Infusion	X	OC	OC	OC
Lab techs and phlebotomists (shared)	X			

Unit Information

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

Activity such as patient admissions, discharges, and transfers

Description:
The Pediatric Gastrointestinal Clinic provides consultation, diagnosis and treatment of gastrointestinal diseases in the pediatric population. Patients 0-17 years of age are served. Occasionally a young adult may be scheduled if that patient is an established Mary Bridge patient currently followed by the Mary Bridge Gastroenterology, Hepatology and Nutrition clinic for a childhood diagnosis best served by a Pediatric Gastroenterologist or while the patient is transitioning to an adult service.

(see below for discharge and transfer)

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

Description:
Referrals to the clinic are received from self-referrals, community providers, providers within Mary Bridge Children's Hospital and Health Center, and MultiCare Health System at large, Urgent Care, the Emergency Department, or as a follow-up to an inpatient admission.
If a patient requires immediate admission to the hospital, this will be arranged through the Mary Bridge Transfer Center in collaboration with the Mary Bridge inpatient nursing supervisor. If the condition of the patient requires stabilization in the clinic, staff will begin BLS and call 911. The patient will be transported to the Mary Bridge Emergency Department escorted to the Emergency Department for further evaluation and disposition. Patients are discharged from service to their primary care provider when the specialty provider deems no further specialty treatment is necessary.

Common diagnoses include but are not limited to the following: Abdominal pain, biliary disease, celiac disease, cholangitis, constipation, Crohn's disease, diarrhea, dysphagia, encoporesis, failure to thrive, feeding difficulties, gastroesophageal reflux, hematemesis, hematochezia, hepatitis, irritable bowel syndrome, motility disorder, non-alcoholic fatty liver disease, obesity, poor weight gain, portal hypertension, ulcerative colitis and vomiting.

Skill mix

Description: **Minimum staffing applies on weekdays when the clinic is not closed due to a holiday or emergency situation**

A minimum of one Licensed Independent Practitioner, one MA and one RN is required to provide in-person clinic appointment services. A second RN is required to provide services through MyChart and Telephone encounters, as well as case management duties that prevent delays in treatment (example- prior authorizations for specialty medications). RNs participate in nursing assessments, coordination of complex patient care, patient and family education and skills training, feeding tube replacement, coordination of the video capsule endoscopy and patency capsules and triage of incoming patient calls or messages.
Multidisciplinary team involvement is utilized as required and includes: Pediatric Gastroenterologists, Advanced Registered Nurse Practitioner (ARNP), Registered Dieticians (RD), Registered Nurses (RN), Medical Assistants (MA), Social Workers (SW), and Child Life Therapists. Other specialists are available on a consultative basis.

Level of experience of nursing and patient care staff

Description:

In accordance with regulatory requirements, all staff participate in orientation and ongoing educational programs. Demonstration of competency in job performance is defined by job descriptions, position specific skills evaluations, and competency assessments to determine actual or real-life knowledge and skill in the work setting. Competency based practice integrates knowledge, skill, and behaviors to maintain a consistent standard of practice. The Position Specific Skills Checklist is kept in the employee's personnel folder. Annual Mandatory Education (AME) and required recertification is tracked in Workday Learning System. All staff are BLS Certified and the RNs and RTs are PEARS certified.

Need for specialized or intensive equipment

Description:

Video Capsule Endoscopy (PillCam software)

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

Description:

The Gastroenterology, Hepatology and Nutrition Clinic provides services on the third floor of the Mary Bridge Children's Health Center. Office hours are typically 0900-1700.

Upon entrance into the clinic, a height and weight are obtained at the MA intake work station.

Care delivery continues in patient exam rooms (22 shared with other specialties).

Video Visits with an RD, ARNP or MD take place in either the exam room or office space.

RNs and RDs interact with patients and families in exam rooms and via the telephone or computer in the centralized RN and RD work rooms.

Physician and clinic coordinator offices are located throughout the floor.

Procedures such as granulation tissue cauterization or feeding tube replacement take place in the same exam room.

Any necessary medication preparation takes place in the clean utility in a designated prep space.

Description:

Professional Standards and competencies are in accordance with the following specialty organizations:

American Academy of Pediatrics (AAP)

American Nurses Association (ANA)

American Association of Ambulatory Care Nursing (AAACN)

- American Association of Medical Assistants (AAMA)

The Joint Commission (TJC)

National Association of Pediatric Nurse Practitioners (NAPNAP)

North American Society for Pediatric Gastroenterology, Hepatology and Nutrition (NASPGHAN)

Association of Pediatric Gastroenterology and Nutrition Nurses (APGNN)