



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 Pediatrics ENT Clinic				
Unit/ Clinic Type:		Ambulatory				
Unit/ Clinic Address:		316 Martin Luther King Jr. Way, 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	1	0	0	2
	Tuesday	8	1	0	0	2
	Wednesday	8	1	0	0	2
	Thursday	8	1	0	0	2
	Friday	8	1	0	0	2



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MB ENT Clinic Information

Additional Care Team Members

Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Office Coordinator	X			
Medical Receptionist	X			
Child Life (on call)	X			
Social Worker (on call)	X			
Audiologist	X			
Dietician	X			
X-ray Tech	X			
Speech	X			
Case Manager	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: At the Mary Bridge Ear Nose and Throat (ENT) clinic, we provide comprehensive ear, nose, and throat care for children with a variety of conditions. Referrals to the clinic are received internal and external, community providers, providers within Mary Bridge Children’s Hospital and Health Center, and MultiCare Health System at large, 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 inpatient nursing supervisor. The family will be escorted to Mary Bridge Hospital. If the condition of the patient requires stabilization, the patient will be 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.

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

Description: Common Treatments/Procedures/Activities: Nasal Endoscopy, Ear suctioning, Diagnostic laryngoscopy, Ear and nose cultures, Hearing evaluations, Removal of foreign bodies (ear and nose), Impacted cerumen removal For the once a month Aero Digestive clinic: This comprehensive team provides pre-visit review of medical records, coordinated ancillary testing if needed, combined multi-specialty procedures, intense-focus multidisciplinary appointments, coordinated communication with primary care providers, focus on quality outcome for patients with complex health problems.

Skill mix

Description: In accordance with regulatory requirements, all staff will 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 the Workday learning system.

Level of experience of nursing and patient care staff

Description:

RN: Bachelor's degree in Nursing, or obtained within five (5) years from the initial date of hire; RN with 15+ years of service may be considered in lieu of education agreement
Advanced degree in Nursing (MSN, PhD, DNP, ARNP) preferred
Registered Nurse license (RN) in Washington State or multi-state licensure endorsement (MSL)
Current BLS Certification and PEARS required
Certification in specialty area preferred
One (1) year of experience in acute care setting preferred

Need for specialized or intensive equipment

Description: Microscopes, Endoscopes, Audio Booths

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

Description: Vitals Room, Exam Rooms, Procedure Rooms, Audiology Booth.

Other

Description: