

Nurse Staffing Plan

Hamilton Memorial Hospital District has established a comprehensive Nurse Staffing Plan designed to ensure that all departments maintain optimal nurse staffing levels. This plan supports the delivery of the highest quality of patient care and safety, adhering to professional nursing standards. It is grounded in evidence-based practices, which suggest that staffing levels in acute care settings should be determined by the complexity of patient care needs and the qualifications of the nursing staff available.

Inpatient Acuity System

Nurse staffing levels will be adjusted in real time based on patient acuity levels.

Daily shift assignments will align with inpatient acuity, ensuring that appropriate care is provided for each patient.

Variables Considered Daily

- The experience and specialized skills of assigned nursing staff.
- Available resources for patient support and care coordination.
- Patient discharge planning and education.

Decision-Making for Assignment

The Charge Nurse is responsible for adjusting staffing levels in response to changes in patient volume, department activity, and acuity.

They will implement flexible staffing processes to ensure that care decisions remain clinically appropriate on an ongoing basis.

Nurse Staffing Plan Review

The Nurse Staffing Committee, composed of at least 55% nurses working directly with patients, will review and oversee the staffing plan.

Each year, one inpatient care nurse will be selected by their peers to serve as the committee's co-chair.

The Nurse Staffing Committee will meet a minimum of six times annually.

Noncompliance Reporting

If you have concerns or wish to report noncompliance with staffing adjustments, please contact the Chief Nursing Officer at 618.643.2361 ext. 2002 or email jwilson@hnhospital.org. Alternatively, you may contact the IDPH Central Complaint Registry Hotline at 1.800.252.4343 or email dph.ccr@illinois.gov.

Hamilton Memorial Hospital District is committed to a non-retaliatory environment and will not penalize employees for expressing concerns or filing complaints regarding nurse staffing.

