

Appendix 4 - Annual Assurance Report Appendix: Summary of Required Establishment

Health board/trust:	Name: Betsi Cadwalader UHB		
Period reviewed:	Start Date: 6 th April 2022 (Spring review cycle) End Date: April 5 th April 2023 (Autumn review cycle)		
Number of wards where section 25B applies:	Medical:	Surgical:	Paediatric:
	April 2022 (Spring 2022): 24 April 2023 (Autumn 2022): 24	April 2022 (Spring 2022): 15 April 2023 (Autumn 2022): 16	April 2022 (Spring 2022): 3 April 2023 (Autumn 2022): 3

To be completed for EVERY ward where section 25B applies.

This report is reflective of the staffing requirements during the two calculation periods covered within the reporting period, these being the Spring 2022 and Autumn 2022 reviews. Details regarding the Spring 2023 reviews and associated staffing changes can be found in Appendix 3 – Summary of Nurse Staffing Levels for 25B Wards Spring 2023 Review.

Adult Acute Medical inpatient wards

Ward	Required Establishment at the start of the reporting period (as at April 6 th 2022 following the Spring review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Required Establishment at the end of the reporting period (as of April 5 th 2023 following the Autumn review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the end of the reporting period?*	Biannual calculation cycle reviews, and reasons for any changes made			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
	RN WTE	HCSW WTE		RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
YG Tryfan	19.90	22.74	Yes	19.90	22.74	Yes	Yes	Yes	HCA staffing adjusted during Spring 2022 review following a skill mix review and in response to harm profile. No further amendments made in Autumn 2022 review.	No		

*Supernumerary: This refers to 1 WTE supernumerary ward sister/charge nurse post being additional to the WTE required establishment figures presented

Ward	Required Establishment at the start of the reporting period (as at April 6 th 2022 following the Spring review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Required Establishment at the end of the reporting period (as of April 5 th 2023 following the Autumn review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the end of the reporting period?*	Biannual calculation cycle reviews, and reasons for any changes made			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
	RN WTE	HCSW WTE		RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
YG Glyder	14.21	11.37	Yes	14.21	11.37	Yes	Yes	No	No change to staffing	No		
YG Hebog	22.74	22.74	Yes	22.74	22.74	Yes	Yes	Yes	HCA adjusted during Spring 2022 review due to harm profile. No further amendments made in Autumn 2022 review.	No		
YG Moelwyn	28.43	22.74	Yes	28.43	22.74	Yes	Yes	Yes	HCA staffing adjusted during Spring 2022 review due to patient care acuity. No further amendments made in Autumn 2022 review.	No		
YG Glaslyn	19.90	25.58	Yes	19.90	25.58	Yes	Yes	Yes	HCA adjusted during Spring 2022 review due to harm profile. No further amendments made in Autumn 2022 review.	No		

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Ward	Required Establishment at the start of the reporting period (as at April 6 th 2022 following the Spring review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Required Establishment at the end of the reporting period (as of April 5 th 2023 following the Autumn review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the end of the reporting period?*	Biannual calculation cycle reviews, and reasons for any changes made			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
	RN WTE	HCSW WTE		RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
YG Prysor	14.21	10.95	Yes	14.21	10.95	Yes	Yes	Yes	RN & HCA staffing adjusted during Spring 2022 following skill mix review. No further amendments made in Autumn 2022 review.	No		
YGC Ward 1	19.07	20.49	Yes	19.07	23.21	Yes	Yes	Yes	Autumn 2022 review required an increase in HCA staffing due to patient care acuity and harms profile.	No		
YGC Ward 2	19.07	20.49	Yes	19.07	20.49	Yes	Yes	No	No change to staffing	No		
YGC Ward 4	19.07	16.34	Yes	19.07	16.34	Yes	Yes	No	No change to staffing	No		
YGC Ward 9	19.07	20.49	Yes	19.07	20.49	Yes	Yes	No	No change to staffing	No		

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Ward	Required Establishment at the start of the reporting period (as at April 6 th 2022 following the Spring review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Required Establishment at the end of the reporting period (as of April 5 th 2023 following the Autumn review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the end of the reporting period?*	Biannual calculation cycle reviews, and reasons for any changes made			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
	RN WTE	HCSW WTE		RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
YGC Ward 11	27.24	16.34	Yes	24.52	16.34	Yes	Yes	Yes	RN staffing adjusted in Autumn 2022 review following skill mix review.	No		
YGC Ward 12	21.79	19.07	Yes	21.79	19.07	Yes	Yes	No	No change to staffing	No		
YGC Ward 14	21.79	19.07	Yes	21.79	19.07	Yes	Yes	No	No change to staffing	No		
YGC Ward 10	19.07	20.49	Yes	19.07	20.49	Yes	Yes	Yes	RN & HCA staffing adjusted in Spring 2022 review following ward moves and to support patient care acuity and harms profile. No further amendments made in Autumn 2022 review.	No		
YWM Morris	17.06	21.32	Yes	17.06	21.32	Yes	Yes	No	No change to staffing	No		

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Ward	Required Establishment at the start of the reporting period (as at April 6 th 2022 following the Spring review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Required Establishment at the end of the reporting period (as of April 5 th 2023 following the Autumn review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the end of the reporting period?*	Biannual calculation cycle reviews, and reasons for any changes made			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
	RN WTE	HCSW WTE		RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
YWM Cunliffe	19.90	14.21	Yes	19.90	19.90	Yes	Yes	Yes	Autumn 2022 review required an increase in HCA staffing in response to harm profile	No		
YWM Bersham	25.58	14.21	Yes	25.58	14.21	Yes	Yes	No	No change to staffing	No		
YWM ACU	31.27	14.21	Yes	31.27	14.21	Yes	Yes	No	No change to staffing	No		
YWM Bonney	19.90	19.90	Yes	19.90	19.90	Yes	Yes	No	No change to staffing	No		
YWM Acton	25.58	19.90	Yes	25.58	19.90	Yes	Yes	Yes	HCA staffing increased during Spring 2022 review due to enhanced observations and ward layout. No further amendments made in Autumn 2022 review.	No		

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Ward	Required Establishment at the start of the reporting period (as at April 6 th 2022 following the Spring review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Required Establishment at the end of the reporting period (as of April 5 th 2023 following the Autumn review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the end of the reporting period?*	Biannual calculation cycle reviews, and reasons for any changes made			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
	RN WTE	HCSW WTE		RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
YWM Fleming	19.90	19.90	Yes	11.37	5.69	Yes	Yes	Yes	RN & HCA staffing adjusted during Autumn 2022 review following review of funded beds.	No		
YWM Pantomime	21.32	18.48	Yes	15.63	14.21	Yes	Yes	Yes	RN & HCA staffing adjusted during Autumn 2022 review following review of funded beds.	No		

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Adult Acute Surgical inpatient wards

Ward	Required Establishment at the start of the reporting period (as at April 6 th 2022 following the Spring review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Required Establishment at the end of the reporting period (as of April 5 th 2023 following the Autumn review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the end of the reporting period?*	Biannual calculation cycle reviews, and reasons for any changes made			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
	RN WTE	HCSW WTE		RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
YG Tegid	25.58	19.90	Yes	25.58	19.90	Yes	Yes	Yes	RN & HCA staffing adjusted during Spring 2022 review following reduction in beds and skill mix review. No further amendments made in Autumn 2022 review.	No		
YG Ogwen	19.90	22.74	Yes	19.90	25.58	Yes	Yes	Yes	Autumn 2022 review HCA staffing increased due to patient acuity / dependency and harms profile.	No		

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Ward	Required Establishment at the start of the reporting period (as at April 6 th 2022 following the Spring review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Required Establishment at the end of the reporting period (as of April 5 th 2023 following the Autumn review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the end of the reporting period?*	Biannual calculation cycle reviews, and reasons for any changes made			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
	RN WTE	HCSW WTE		RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
YG Dulas	28.43	19.90	Yes	28.43	19.90	Yes	Yes	Yes	RN staffing increased during Spring 2022 review due to increased patient care acuity. No further amendments made in Autumn 2022 review.	No		
YG Enlli	14.21	11.37	Yes	14.21	14.21	Yes	Yes	Yes	RN & HCA staffing adjusted in Spring 2022 review following skill mix review. Autumn 2022 review identified a need for a further increase of HCA on nights due to patient care acuity.	No		
YGC Ward 3	21.79	21.79	Yes	21.79	21.79	Yes	Yes	No	No change to staffing	No		

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Ward	Required Establishment at the start of the reporting period (as at April 6 th 2022 following the Spring review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Required Establishment at the end of the reporting period (as of April 5 th 2023 following the Autumn review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the end of the reporting period?*	Biannual calculation cycle reviews, and reasons for any changes made			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
	RN WTE	HCSW WTE		RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
YGC Ward 5	21.79	19.07	Yes	21.79	19.07	Yes	Yes	No	No change to staffing	No		
YGC Ward 6 (ABH)	17.75	8.17	Yes	13.62	16.34	Yes	Yes	Yes	During the Autumn 2022 review staffing was reconsidered as part of the elective and planned care recovery model and to ensure this section now reports on the staffing aligned to the beds pertaining to Section 25B only.	No		
YGC Ward 7	21.79	19.07	Yes	21.79	21.79	Yes	Yes	Yes	Autumn 2022 review required an increase in HCA staffing to support patient care acuity	No		

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Ward	Required Establishment at the start of the reporting period (as at April 6 th 2022 following the Spring review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Required Establishment at the end of the reporting period (as of April 5 th 2023 following the Autumn review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the end of the reporting period?*	Biannual calculation cycle reviews, and reasons for any changes made			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
	RN WTE	HCSW WTE		RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
YGC Ward 8	19.07	19.07	Yes	19.07	19.07	Yes	Yes	Yes	RN staffing adjusted in Spring 2022 review as Patients nursed on PACU ward post op. No further amendments made in Autumn 2022 review.	No		
YWM ENT	14.21	11.37	Yes	14.21	11.37	Yes	Yes	No	No change to staffing	Yes	Yes	Following Autumn 2022 reviews ENT has been relocated to Prince of Wales and is now a medical ward as part of site reconfiguration. Additional HCA staffing calculated to be required following this move. Staffing details will be reported following Spring 2023 reviews.

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Ward	Required Establishment at the start of the reporting period (as at April 6 th 2022 following the Spring review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Required Establishment at the end of the reporting period (as of April 5 th 2023 following the Autumn review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the end of the reporting period?*	Biannual calculation cycle reviews, and reasons for any changes made			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
	RN WTE	HCSW WTE		RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
YWM Arrivals	14.21	11.37	Yes	14.21	11.37	Yes	Yes	No	No change to staffing	No		
YWM Erddig	25.58	19.90	Yes	25.58	19.90	Yes	Yes	Yes	HCA staffing increased during Spring 2022 review due to patient acuity and harm profile. No further amendments made in Autumn 2022 review.	No		
YWM Mason	19.90	24.16	Yes	19.90	24.16	Yes	Yes	No	No change to staffing	No		
YMW Glyndwr	25.58	10.93	Yes	25.58	17.06	Yes	Yes	Yes	Autumn 2022 review required an increase in HCA staffing in response to harm profile.	No		
YMW Samaritan	14.42	6.70	Yes	11.37	6.70	Yes	Yes	Yes	RN staffing adjusted during Autumn 2022 review due to decrease in beds.	No		

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Womens Gynaecological Inpatient Wards

Ward	Required Establishment at the start of the reporting period (as at April 6 th 2022 following the Spring review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Required Establishment at the end of the reporting period (as of April 5 th 2023 following the Autumn review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the end of the reporting period?*	Biannual calculation cycle reviews, and reasons for any changes made			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
	RN WTE	HCSW WTE		RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
YGC Ward 19a				11.13	5.57	Yes	Yes	No	Stepped up as an Act ward in Autumn 2022 following return of elective Gynae patients after covid re configuration	No		
YMW Bromfield										Yes	No	Both Bromfield and Ffrancon wards were stepped up as Act wards following the Autumn 2023 staffing reviews due to the return of elective Gynae patients. No additional staffing levels were calculated to be required. Staffing details will be reported following Spring 2023 reviews.
YG Ffrancon										Yes	No	

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Oncology & Haematology Inpatient Wards

Ward	Required Establishment at the start of the reporting period (as at April 6 th 2022 following the Spring review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Required Establishment at the end of the reporting period (as of April 5 th 2023 following the Autumn review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the end of the reporting period?*	Biannual calculation cycle reviews, and reasons for any changes made			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
	RN WTE	HCSW WTE		RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
YG Alaw	16.24	14.21	Yes	16.24	14.21	Yes	Yes	No	Inaugural formal review completed in Spring 2022 using the triangulated methodology. No change to staffing numbers in Autumn 2022 review.	No		
YGC Enfys	17.06	17.06	Yes	17.06	17.06	Yes	Yes	No	Inaugural formal review completed in Spring 2022 using the triangulated methodology. No change to staffing numbers in Autumn 2022 review.	No		

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Paediatric inpatient wards

Ward	Required Establishment at the start of the reporting period (as at April 6 th 2022 following the Spring review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the start of the reporting period?*	Required Establishment at the end of the reporting period (as of April 5 th 2023 following the Autumn review 2022)		Is the Senior Sister/Charge Nurse supernumerary to the required establishment at the end of the reporting period?*	Biannual calculation cycle reviews, and reasons for any changes made			Any reviews outside of biannual calculation, if yes, reasons for any changes made		
	RN WTE	HCSW WTE		RN WTE	HCSW WTE		Completed	Changed	Rationale	Completed	Changed	Rationale
Ysbyty Maelor	28.43	8.53	Yes	28.43	8.53	Yes	Yes	No	No change to staffing	No		
Ysbyty Glan Clwyd	28.43	11.37	Yes	28.43	11.37	Yes	Yes	No	No change to staffing	No		
Ysbyty Gwynedd	26.60	11.37	Yes	26.60	11.37	Yes	Yes	No	No change to staffing	No		

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