



CASCADE MEDICAL
PARTNERS IN YOUR HEALTH

The following is the Comprehensive nurse staffing plan for Cascade Medical Center, submitted to the Washington State Department of Health in accordance with Revised Code of Washington 70.41.420 for the year 2023.



CEO Attestation

I, the undersigned with responsibility for Cascade Medical Center attest that the attached staffing plan and matrix was developed in accordance with RCW 70.41.420 for 2023 year and includes all units covered under our hospital license under RCW 70.41.

This plan was developed with consideration given to the following elements:

- ✓ Census, including total numbers of patients on the unit on each shift and activity such as patient discharges, admissions, and transfers;
- ✓ Level of intensity of all patients and nature of the care to be delivered on each shift;
- ✓ Skill mix;
- ✓ Level of experience and specialty certification or training of nursing personnel providing care;
- ✓ The need for specialized or intensive equipment;
- ✓ The architecture and geography of the patient care unit, including but not limited to placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment;
- ✓ Staffing guidelines adopted or published by national nursing professional associations, specialty nursing organizations, and other health professional organizations;
- ✓ Availability of other personnel supporting nursing services on the patient care unit; and
- ✓ Strategies to enable registered nurses to take meal and rest breaks as required by law or the terms of an applicable collective bargaining agreement, if any, between the hospital and a representative of the nursing staff.

As approved by *Diane Blake* (name and title) *12-23-22* date
Diane Blake, CEO



**2023 Core Staffing Matrix
Comprehensive Update
12/23/2022**

Day Shift CRN (0545-1815)	Night Shift CRN (1745-0615)
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- 1 Clinical Resource Nurse	- 1 Clinical Resource Nurse
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Day Shift (0545-1815)	Night Shift (1745-0615)
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Emergency Department	Acute Care	Emergency Department	Acute Care
<ul style="list-style-type: none"> • 1 RN • Registration 07:30-19:00 	<ul style="list-style-type: none"> • 2 RNs • 1 Patient Care Tech 	<ul style="list-style-type: none"> • 1 RN 	<ul style="list-style-type: none"> • 2 RNs <i>or</i> 1 RN +1 LPN • 1 Patient Care Tech
<ul style="list-style-type: none"> • 1 RN Saturday and Sunday 1000-2230 			

*Refer to CRN Job Description for roles and expectations.

Circumstantial Staffing Guidelines

Emergency Department	Acute Care
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<p>Pandemic Response Staffing Guidelines:</p> <ul style="list-style-type: none"> • Add 10 daily hours of on-call RN coverage. ** • On-Call shifts not filled by RN can be filled by a PCT with ER experience. ** <p>*Resolution of Pandemic will revert to...</p> <p>Holiday/Festival Staffing Guidelines:</p> <p>Add 16 daily hours of on-call RN coverage**</p> <ul style="list-style-type: none"> • Holiday Weekends <ul style="list-style-type: none"> ○ President's Day Weekend ○ Memorial Day Weekend ○ Labor Day Weekend ○ Thanksgiving Weekend • Holidays that do not fall on a weekend <ul style="list-style-type: none"> ○ 4th of July • All days from 12/24 through 1/1 • All days in the month of August • Friday and Saturday of Festival weekends <ul style="list-style-type: none"> ○ Autumn Leaf ○ Oktoberfest ○ Christmas Lighting <p>*Pandemic Response, and Holiday/Festival Staffing are separate of each other and not concurrent. **Decision to call-in staff, and subsequent patient/department assignments, will be at the discretion of Nursing administration or designee.</p>	<ul style="list-style-type: none"> • Staffing levels will be adjusted according to census (including total numbers of patient on the unit on each shift and activity such as admissions, discharges, and transfers), acuity (including level of intensity of all patients and nature of care to be delivered on each shift), skill mix (level of experience and specialty certification or training of staff), and the need for specialized or intensive equipment, with Nursing Administration or designee approval.
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Scheduling strategies are designed to enable staff to take meal and rest breaks as required by law.



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Semiannual review of the staffing plan will be made against patient need and known evidence-based staffing information, including the nursing sensitive quality indicators collected by Cascade Medical (Patient Census, Patient Acuity, Staff Skill Mix, HAI, and Patient Falls.)