



2022 Core Staffing Matrix Comprehensive Update 12/07/2021			
Day Shift CRN (0700-1930)		Night Shift CRN (1900-0730)	
- 1 Clinical Resource Nurse		- 1 Clinical Resource Nurse	
Day Shift (0545-1815)		Night Shift (1745-0615)	
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
*Refer to CRN Job Description for roles and expectations.			
Circumstantial Staffing Guidelines			
Emergency Department		Acute Care	
<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: 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.

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.)