

**MultiCare Covington Medical Center
Attestation Form**

January 12, 2023

I, the undersigned with responsibility for MultiCare Covington Medical Center, attest that the attached staffing plan and matrix was developed in accordance with RCW 70.41.420 for 2020 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 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.



Signature
Mark Smith, President and COO
MultiCare Covington Medical Center

Mark Smith
Printed Name

1/12/23
Date



Signature
Lucy Norris, Chief Nurse Executive
MultiCare Covington Medical Center

Lucy Norris
Printed Name

1/12/23
Date

	7A	8A	9A	10A	11A	12	13	14	15	16	17	18	19	20	21	22	23	MN	1A	2A	3A	4A	5A	6A	Total RN Hours		
Charge RN (24/7)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	24		
Triage RN (24/7)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	24		
RN 1 Red 1-4	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	24		
RN 2 Red 6,7,8,20	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	24		
RN 3 Green 9-12			1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1					18		
RN 5 Green 14-17			1	1	1	1	1	1	1	1	1	1	1	1											12		
RN 4 Float (breaks/lunches)				1	1	1	1	1	1	1	1	1	1	1	1	1	1								12		
RN 5 CFT					1	1	1	1	1	1	1	1	1	1	1	1	1								12		
RN 6 18,19 and Hallways								1	1	1	1	1	1	1	1	1	1	moves to cover green zone									12
Triage RN 2								1	1	1	1	1	1	1	1	1	1	1	1	1					6		
Staffed beds	8	8	16	16	16	19	19	19	23	23	23	23	23	23				8	8	8	8	8	8	8	168		
Average patient arrivals by Hour 2021	7A	8A	9A	10A	11A	12	13	14	15	16	17	18	19	20	21	22	23	MN	1A	2A	3A	4A	5A	6A			
Q1	5	7	10	12	15	17	18	19	20	19	19	20	20	20	19	17	14	12	9	8	7	6	6	5			
Q2	7	9	12	15	18	20	21	23	23	24	24	24	26	27	26	25	22	18	15	12	10	9	8	7			
Q3	9	11	13	17	20	23	26	27	28	28	28	29	29	30	28	26	22	18	15	13	11	10	8	8			
Q4	7	9	13	17	20	23	24	24	25	26	26	25	25	24	22	19	15	12	10	9	7	7	7	7			
Average all Quarters	7	9	12	15	18	21	22	23	24	24	24	25	25	25	24	22	18	15	13	11	9	8	7	7			

	7A	8A	9A	10A	11A	12	13	14	15	16	17	18	19	20	21	22	23	MN	1A	2A	3A	4A	5A	6A
EST 1 (24/7)	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
EST 2					1	1	1	1	1	1	1	1	1	1	1	1								
EST 3									1	1	1	1	1	1	1	1	1	1	1	1				
Total	1	1	1	1	2	2	2	2	3	3	3	3	3	3	3	3	2	2	2	2	1	1	1	1

	6a	7a	8a	9a	10a	11a	12p	13	14	15	16	17	18	19	20	21	22	23	MN	1a	2a	3a	4a	5a
ESR	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
																								24

**Employees are expected and encouraged to take rest and meal breaks pursuant to MultiCare policy, state and federal law, and any applicable collective bargaining agreement. Rest and meal break relief is determined by each department and has been considered in development and approval of this Staffing Plan. Changes to the staffing plan may be required in the event of unscheduled absences.

*Matrices are developed as a guide for shift-by-shift unit-based staffing decisions and are adjusted up or down based on patient factors, skill-mix of staff, and circumstances that affect availability.

Covington PCU Staffing Matrix 2023

	Patients	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Days	CN	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	RNs	1	1	1	1	2	2	2	2	2	2	3	3	3	3	3	4	4	4	5	5	5	6	6	6
	CNAs	1	1	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	2	2	3	3	3	3
	HUC	0	0	0	0	0	0	0	0	0	0	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	CO	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	MT	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
NIGHTS	CN	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	RNs	1	1	1	1	2	2	2	2	2	2	3	3	3	3	3	4	4	4	5	5	5	6	6	6
	CNAs	1	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	2	2	2	3	3	3	3
	HUC	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	CO	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
	MT	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1

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Covington Staffing Matrix---Medsurg

	Patients	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
Days	CN	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	1	1	1	1	1	1	1	1
	RNs	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	3	3	3	4	4
	CNAs	1	1	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	2	2
	HUC	0	0	0	0	0	0	0	0	0	0	1	1	1	1	1	1	1	1	1	1
NIGHTS	CN	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	1	1	1	1	1	1	1	1
	RNs	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	3	3	3	4	4
	CNAs	1	1	1	1	1	1	1	1	1	1	2	2	2	2	2	2	2	2	2	2
	HUC	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

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Changes to the staffing plan may be required in the event of unscheduled absences.

*Matrices are developed as a guide for shift-by-shift unit-based staffing decisions and are adjusted up or down based on patient factors, skill-mix of staff, and circumstances that affect availability. This Plan is a Guideline.

	7A	8A	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	MN	1A	2A	3A	4A	5A	6A	
RN1																									
RN2																									
RN3																									
RN4																									
TOTAL	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4
ORT																									
	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1

Assumptions

1. Charge Nurse 24/7 with minimal patient assignment/can act as triage or baby RN
 2. Break/Lunch provided by Charge RN and break buddies
 4. C-Section staffing: 2:1 during section and 1st hour of recovery
 3. Ratios per AWHONN guidelines: 1:1 in active labor; 1:2 in early labor; 2:1 during delivery and first hour of recovery; 1:3 couplets with stretch to 4
- Additional nurses added per above ratios depending on patient type

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	600	630	700	800	900	1100	1300	1430	1500	1530
HUC	600							1430		
Admit RN	600							1430		
Sedation RN		630							1500	
Sedation RN			700							1530
Recovery RN			700							1530
Scope Tech/PST		630							1500	
Facilitator (RN)			700							1530
Float (RN)		630							1500	
Assist RN			700							1530

Hours of operation: Monday and Thursday 0600-1530, 1-2 Tuesdays/ month 0600-1530

GI Admitting: 1:2

In GI procedure: 1RN (sedation role) and 1 RN (in Tech role) and 1 RN facilitator: 1 patient

GI Recovery RN: 1:3 is maximum nurse: patient ratio, must always have a second RN present

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Monday-Friday	600	700	800	900	1000	1100	1200	1300	1400	1430	1500	1530	1600	1630	1700	1730	1800	1830
RN 0.8 Charge	600									1430								
RN 1.0	630										1500							
RN 0.90	630																	1830
RN 0.90	630																	1830
RN 0.75	630														1700			
OR Tech 1.0	630														1700			
OR Tech 0.9	630																	1830
OR Tech 0.8				930											1700			
OR Tech 0.8	630											1530						
OR Tech 0.8	630											1530						
Scheduler		700										1530						
PST	615									1445								
Anes. Tech	600									1430								

Monday: 4 RNs 3 OR Techs Tues-Thursday: 4 RNs 4 OR Techs Fridays: 3RN 2 OR Techs

Staffing is flexed depending on number of surgical cases. Staffing ratio is always 1 RN/1 tech: 1 patient, Rare complex cases may have 1RN/2Tech ratio.

After hours are covered by stand-by call for late cases, add-ons, and emergent cases. Weekends covered with call from 1500 Friday to 0700 Monday.

Scheduler-Monday thru Friday only, no call.

PST and Anesthesia Tech are scheduled Monday through Friday and alternating weekend call from 1500 Friday to 0600 Monday.

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Monday-Friday	700	800	900	1000	1100	1200	1300	1400	1430	1500	1530	1600	1630	1700	1730	1800	1830	1700	1730
RN Charge 1.0	700													1700					
RN .9	700																	1700	
RN .8			900												1730				
RN .8			900												1730				
RN .7	700										1530								
RN .4			900																1730
RN .2		800															1630		

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Changes to the staffing plan may be required in the event of unscheduled absences. (see PACU Staffing Model Addendum)

Start times and staffing ratios may flex due to number of surgeries, patient acuity and/or anticipated timing of Phase I patient flow from OR.

- **All patients are 1:1 until critical elements per standards are met.**
- **Critically ill hemodynamically unstable patients become 2:1**
- When all critical elements have been met and patient's assessment has been completed, RN can then receive a new admission.
- 1 RN:2 Patient ratio is the normal ratio after critical elements are met.

Pediatric patients 8 years and under are 1:1 with second nurse available to assist.

Monday-Friday	500	530	600	700	800	900	1000	1100	1200	1300	1400	1430	1500	1600	1630	1700	1730	1800	
Charge RN 0.9			630																1830
RN 1.0	515												1545						
RN 1.0						900												1730	
RN 0.8	515									1345									
RN 0.6	515									1345									
RN 0.4					830													1700	
RN 0.4					830													1700	
RN 0.2			630										1500						
HUC 1.0				700									1530						

1:1 pediatric admission

1:1-1:2 Adult Admission

1:1/1:2/1:3 adult and pediatric discharge per ASPAN standards

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800	830	900	1000	1100	1200	1300	1400	1500	1600	1630	1700
RN											

PRE-ANESTHESIA STAFFING MATRIX – FIXED DEPARTMENT
8-430 - 1 RN

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