

COVER PAGE

The following is the comprehensive hospital staffing plan for submitted St Elizabeth Hospital to the Washington State Department of Health in accordance with [Revised Code of Washington 70.41.420](#) for the year 2025 .

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DOH 346-151 April 2024

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Hospital Staffing Form

Attestation

Date: 12/17/2024

I, the undersigned with responsibility for St. Elizabeth Hospital attest that the attached hospital staffing plan and matrix are in accordance with RCW 70.41.420 for 2025 , and includes all units covered under our hospital license under RCW 70.41.

As approved by: Danna Shaner, President

Hospital Information

Name of Hospital: St. Elizabeth Hospital			
Hospital License #: HAC.FS000000035			
Hospital Street Address: 1455 Battersby Ave			
City/Town: Enumclaw	State: WA	Zip code: 98022	
Is this hospital license affiliated with more than one location?		No	
If "Yes" was selected, please provide the location name and address			
☐ Review Type:	☒ Annual	Review Date: 12/17/24	
	☐ Update	Next Review Date: 6/1/25	
Effective Date: 1/1/25			
Date Approved: 12/17/24			

Hospital Information Continued (Optional)

Factors Considered in the Development of the Hospital Staffing Plan (check all that apply):

- ☒ Staffing guidelines adopted or published by national nursing professional associations, specialty nursing organizations, and other health professional organizations

Description:

American Association of Critical Care Nurses (AACN)

Association of Women's Health, Obstetric and Neonatal Nurses (AWHONN)

American Society of PeriAnesthesia Nurses (ASPAN)

-Access to high quality nursing staff is critical to providing patients with safe, reliable, and effective care

-The optimal staff plan represents a partnership between nursing leadership and direct nursing care staff

-Staffing is multifaceted and dynamic. The development of the plan must consider a wide range of variables such as census, patient acuity, staff skill level, and patient care activities.

-Data and measurable nurse sensitive indicators should help inform the staffing plan

- ☒ Terms of applicable collective bargaining agreement

Description: SEIU Healthcare 1199NW Registered Nurse Unit Contract (Effective through March 31, 2025): Article 17.2- nurse staffing Committee purpose: Development and oversight of an annual patient care unit had shift based nursing staffing plan, based on the needs of the patients, to be used as the primary component of the staffing budget.

- ☒ Relevant state and federal laws and rules including those regarding meal and rest breaks and use of overtime and on-call shifts

Description: St. Elizabeth Hospital is committed to ensuring staff are able to take rest and meal breaks in accordance with RCW 49.12.480 and the collective bargaining agreement. The committee considers breaks and strategies to ensure breaks concur when developing the plan. Break schedules are in effect and barriers are reviewed during staffing committee meetings.

- ☒ Hospital finances and resources

Description: Hospital financial targets and resources contribute to the decisions for allocation of staff resources. Financial targets are determined by the senior executive team

Signature

CEO & Co-chairs Name:	Signature:	Date:
Danna Shaner- President	<i>Danna Shaner</i>	12/16/24
Kelsey Hall, DNO- Leader co-chair	<i>Kelsey Hall</i>	12/16/24
Katie Amer, RN- Staff co-chair	<i>Katie Amer, RN</i>	12/17/24

Total Votes		
# of Approvals	# of Denials	
7/17/24: Medical/ Surgical Acute (100%)	0	
7/17/24: Critical Care (100%)		
7/17/24: Emergency Dept (100%)		
9/18/24: 0	4- Pre-Admission Clinic, GI Lab, SADU/Infusion/PACU, Operating Room	
10/16/24: Pre-Admission Clinic (100%)	2- Family Birth Center, Recovery Services	
10/16/24: GI Lab (100%)	0	
11/20/24: Family Birth Center (100%)		
11/20/24: SADU/Infusion/PACU (100%)		
11/20/24: Operating Room (100%)		

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DOH 346-154

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Patient Volume-based Staffing Matrix Formula Template												
Minimum means the minimum number of RNs, LPNs, CNAs, and UAPs per shift based on the average needs of the unit such as patient acuity, staff skill level, and patient care activities. If a unit does not utilize certain staff for that shift please put "0", do not leave it blank.												

Unit/ Clinic Name:	3rd Floor Medical/Surgical Acute											
Unit/ Clinic Type:	Med/Surg/Tele											
Unit/ Clinic Address:	1455 Battersby Ave, Enumclaw, WA 98022											
Average Daily Census:	12	Maximum # of Beds:				19						
Effective as of:	7/1/2024											
Census												
Census	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's	Min # of RN HPUS	Min # of LPN HPUS	Min # of CNA HPUS	Min # of UAP HPUS	Total Minimum Direct Pt. Care HPUS (hours per unit of service)	
19	Day	12.00	5.00	0.00	2.00	1.00	3.16	0.00	1.26	0.63	9.47	
	Night	12.00	5.00	0.00	2.00	0.00	3.16	0.00	1.26	0.00		
18	Day	12.00	5.00	0.00	2.00	1.00	3.33	0.00	1.33	0.67	10.00	
	Night	12.00	5.00	0.00	2.00	0.00	3.33	0.00	1.33	0.00		
17	Day	12.00	5.00	0.00	2.00	1.00	3.53	0.00	1.41	0.71	10.59	
	Night	12.00	5.00	0.00	2.00	0.00	3.53	0.00	1.41	0.00		
16	Day	12.00	5.00	0.00	2.00	1.00	3.75	0.00	1.50	0.75	11.25	
	Night	12.00	5.00	0.00	2.00	0.00	3.75	0.00	1.50	0.00		
15	Day	12.00	4.00	0.00	2.00	1.00	2.53	0.00	1.26	0.63	9.47	
	Night	12.00	4.00	0.00	2.00	0.00	2.53	0.00	1.26	0.00		
14	Day	12.00	4.00	0.00	2.00	1.00	2.67	0.00	1.33	0.67	10.00	
	Night	12.00	4.00	0.00	2.00	0.00	2.67	0.00	1.33	0.00		
13	Day	12.00	4.00	0.00	1.00	1.00	2.82	0.00	0.71	0.71	10.59	
	Night	12.00	4.00	0.00	1.00	0.00	2.82	0.00	0.71	0.00		
12	Day	12.00	4.00	0.00	1.00	1.00	3.00	0.00	0.75	0.75	11.25	

	Night	12.00	4.00	0.00	1.00	0.00	3.00	0.00	0.75	0.00	
11	Day	12.00	4.00	0.00	1.00	0.00	2.53	0.00	0.63	0.63	9.47
	Night	12.00	4.00	0.00	1.00	0.00	2.53	0.00	0.63	0.00	
10	Day	12.00	3.00	0.00	1.00	0.00	2.00	0.00	0.67	0.67	10.00
	Night	12.00	3.00	0.00	1.00	0.00	2.00	0.00	0.67	0.00	
9	Day	12.00	3.00	0.00	1.00	0.00	2.12	0.00	0.71	0.71	10.59
	Night	12.00	3.00	0.00	1.00	0.00	2.12	0.00	0.71	0.00	
8	Day	12.00	3.00	0.00	1.00	0.00	2.25	0.00	0.75	0.75	11.25
	Night	12.00	3.00	0.00	1.00	0.00	2.25	0.00	0.75	0.00	
7	Day	12.00	3.00	0.00	1.00	0.00	1.89	0.00	0.63	0.00	9.47
	Night	12.00	3.00	0.00	1.00	0.00	1.89	0.00	0.63	0.00	
6	Day	12.00	3.00	0.00	1.00	0.00	2.00	0.00	0.67	0.00	10.00
	Night	12.00	3.00	0.00	1.00	0.00	2.00	0.00	0.67	0.00	
5	Day	12.00	2.00	0.00	1.00	0.00	1.41	0.00	0.71	0.00	10.59
	Night	12.00	2.00	0.00	1.00	0.00	1.41	0.00	0.71	0.00	
4	Day	12.00	2.00	0.00	1.00	0.00	1.50	0.00	0.75	0.00	11.25
	Night	12.00	2.00	0.00	1.00	0.00	1.50	0.00	0.75	0.00	
3	Day	12.00	2.00	0.00	1.00	0.00	1.26	0.00	0.63	0.00	9.47
	Night	12.00	2.00	0.00	1.00	0.00	1.26	0.00	0.63	0.00	
2	Day	12.00	2.00	0.00	1.00	0.00	1.33	0.00	0.67	0.00	10.00
	Night	12.00	2.00	0.00	1.00	0.00	1.33	0.00	0.67	0.00	
1	Day	12.00	2.00	0.00	1.00	0.00	1.41	0.00	0.71	0.00	10.59
	Night	12.00	2.00	0.00	1.00	0.00	1.41	0.00	0.71	0.00	

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Unit Information

Additional Care Team Members

Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Nurse Manager	X			
Clinical Coordinator	X			

Unit Information

Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):

Activity such as patient admissions, discharges, and transfers

SEH Med/Surg is a non-specialty unit that has the ability to care for a variety of medical and surgical patients that meet criteria to sustain admission at our facility, which maintains Critical Access designation. Admissions come through the emergency department, direct admission as well as transfers from other facilities. Common diagnoses are sepsis, exacerbations or acute care needs that are diabetic, psychological, respiratory or cardiac in nature, acute ETOH withdrawal, as well as GI and general surgery patients.

Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift

-Post operative patients and extended recovery patients require frequent vital signs, pain management and early mobilization when appropriate -Medical/Telemetry patients are monitored both onsite as well as by a central monitoring department -Swing bed patients here for long stays for extended therapies, wound care or IV infusions -Long stay patients with challenging discharge placement needs needing extensive case management and social work support

Skill mix

-Charge RN: 1 -RNs: 2-3 -CNAs: 1-2 -HUCs: 1 (day shift only)

Level of experience of nursing and patient care staff

- CNAs: required to maintain BLS, annual education
- RNs: required to maintain BLS, PALS and annual education
- Certifications encouraged
- 2024 Critical Access Hospital Achievement of Quality Excellence
- Race to Zero Recipients for all 4 Quarters of 2024

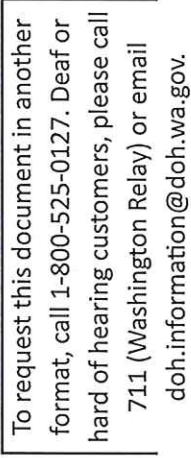
Need for specialized or intensive equipment

- Virtual Sitter Cameras
- VFIT- virtual hospitalist for night shift coverage
- Centralized telemetry
- Lifts and transfer equipment for high BMI patients
- Specialized beds available as needed

Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

The Medical/Surgical is embedded in the larger Acute Care Unit, which consists of 19 med/surg beds and 4 ICU designated beds. The Medical/Surgical Unit has 19 private rooms with private bathrooms. 2 RN stations and 2 med rooms are present on the unit. Charge RN, Unit Manager and Clinical Coordinator offices also present on the unit.

Other



Patient Volume-based Staffing Matrix Formula Template

[illegible]

Unit/ Clinic Name:	3rd Floor Critical Care										
Unit/ Clinic Type:	Critical Care										
Unit/ Clinic Address:	1455 Battersby Ave, Enumclaw, WA 98022										
Average Daily Census:	2		Maximum # of Beds:	4							
Effective as of:	7/1/2024										
Census											
Census	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's	Min # of RN HPUS	Min # of LPN HPUS	Min # of CNA HPUS	Min # of UAP HPUS	Total Minimum Direct Pt. Care HPUS (hours per unit of service)
4	Day	12.00	2.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	12.00
	Night	12.00	2.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	
3	Day	12.00	2.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	16.00
	Night	12.00	2.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	
2	Day	12.00	2.00	0.00	0.00	0.00	12.00	0.00	0.00	0.00	24.00
	Night	12.00	2.00	0.00	0.00	0.00	12.00	0.00	0.00	0.00	
1	Day	12.00	2.00	0.00	0.00	0.00	24.00	0.00	0.00	0.00	48.00
	Night	12.00	2.00	0.00	0.00	0.00	24.00	0.00	0.00	0.00	



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Unit Information

Additional Care Team Members

Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Nurse Manager	X			
Clinical Coordinator	X			

Unit Information

Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):

Activity such as patient admissions, discharges, and transfers

Average daily census: 2.2
Average number of discharges per day: approx. 0-1
Average number of admits per day: approx. 0-1
Average number of transfers per day: approx. 0-1
Average length of stay: 2.89 days

Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift

SEH Critical Care is a non-specialty unit that has the ability to care for a variety of medical and surgical critical care patients that meet criteria to sustain admission at SEH. The Intensive Care patients may also receive care and consultation from our virtual ICU RN and Provider partners. Common diagnoses are sepsis, exacerbations or acute care needs that are diabetic, respiratory or cardiac in nature, acute ETOH withdrawal, as well as GI and general surgery patients.

Skill mix

Charge RN, HUC and CNAs are shared with the Medical/Surgical Dept; Hospitalist team with consultation from virtual ICU partners. When a Critical Care patient is present in the department WAC 246-320-261 is followed.

WAC 246-320-261 Critical or intensive care services:

If providing a critical care unit or services, hospitals must:

Assure at least two licensed nurses skilled and trained in critical care, on duty and in the hospital at all times, when patients are present, and:

(a) Immediately available to provide care to admitted patients

Level of experience of nursing and patient care staff

Q1 Q2 Q3 Q4 Race to zero recipients; 2024 Critical Access Hospital Achievement of Quality Excellence; BLS/ACLS/PALS Certified RNs; 5 RNs with specialty certification.

Need for specialized or intensive equipment

Ceiling lifts, specialty beds, Philips MP50 telemetry and hemodynamic bedside monitors, Virtual sitter cameras, Belmont rapid transfuser, EtCO2 monitors, virtual hospitalist cart, Camera capable rooms for virtual ICU visibility. Adult and pediatric crash carts available on unit.

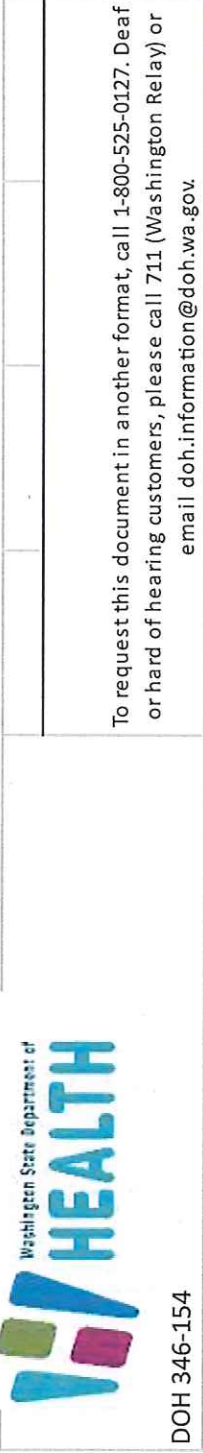
Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

The Critical Care Unit is embedded in the larger Acute Care Unit, which consists of 19 med/surg beds and 4 ICU designated beds.

The Critical Care Unit has private rooms with private bathrooms.

2 RN stations and 2 med rooms are present on the unit. Charge RN, Unit Manager and Clinical Coordinator offices also present on the unit.

Other



FIXED STAFFING MATRIX

[illegible]

Hours of the day

Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
7:00 AM	Sunday	12.00	2.00	0.00	0.00	1.00
	Monday	12.00	2.00	0.00	0.00	1.00
	Tuesday	12.00	2.00	0.00	0.00	1.00
	Wednesday	12.00	2.00	0.00	0.00	1.00
	Thursday	12.00	2.00	0.00	0.00	1.00
	Friday	12.00	2.00	0.00	0.00	1.00
	Saturday	12.00	2.00	0.00	0.00	1.00
8:00 AM	Sunday	12.00	3.00	0.00	0.00	1.00
	Monday	12.00	3.00	0.00	0.00	1.00
	Tuesday	12.00	3.00	0.00	0.00	1.00
	Wednesday	12.00	3.00	0.00	0.00	1.00
	Thursday	12.00	3.00	0.00	0.00	1.00
	Friday	12.00	3.00	0.00	0.00	1.00
	Saturday	12.00	3.00	0.00	0.00	1.00
9:00 AM	Sunday	12.00	3.00	0.00	0.00	1.00
	Monday	12.00	3.00	0.00	0.00	1.00
	Tuesday	12.00	3.00	0.00	0.00	1.00
	Wednesday	12.00	3.00	0.00	0.00	1.00
	Thursday	12.00	3.00	0.00	0.00	1.00
	Friday	12.00	3.00	0.00	0.00	1.00
	Saturday	12.00	3.00	0.00	0.00	1.00
10:00 AM	Sunday	12.00	3.00	0.00	0.00	1.00
	Monday	12.00	3.00	0.00	0.00	1.00
	Tuesday	12.00	3.00	0.00	0.00	1.00
	Wednesday	12.00	3.00	0.00	0.00	1.00
	Thursday	12.00	3.0			

	Thursday	12.00	5.00	0.00	0.00	1.00
	Friday	12.00	5.00	0.00	0.00	1.00
	Saturday	12.00	4.00	0.00	0.00	1.00
18:00 PM	Sunday	12.00	4.00	0.00	0.00	1.00
	Monday	12.00	5.00	0.00	0.00	1.00
	Tuesday	12.00	5.00	0.00	0.00	1.00
	Wednesday	12.00	5.00	0.00	0.00	1.00
	Thursday	12.00	5.00	0.00	0.00	1.00
	Friday	12.00	5.00	0.00	0.00	1.00
	Saturday	12.00	4.00	0.00	0.00	1.00
19:00 PM	Sunday	12.00	4.00	0.00	0.00	1.00
	Monday	12.00	5.00	0.00	0.00	1.00
	Tuesday	12.00	5.00	0.00	0.00	1.00
	Wednesday	12.00	5.00	0.00	0.00	1.00
	Thursday	12.00	5.00	0.00	0.00	1.00
	Friday	12.00	5.00	0.00	0.00	1.00
	Saturday	12.00	4.00	0.00	0.00	1.00
20:00 PM	Sunday	12.00	4.00	0.00	0.00	1.00
	Monday	12.00	5.00	0.00	0.00	1.00
	Tuesday	12.00	5.00	0.00	0.00	1.00
	Wednesday	12.00	5.00	0.00	0.00	1.00
	Thursday	12.00	5.00	0.00	0.00	1.00
	Friday	12.00	5.00	0.00	0.00	1.00
	Saturday	12.00	4.00	0.00	0.00	1.00
21:00 PM	Sunday	12.00	3.00	0.00	0.00	1.00
	Monday	12.00	4.00	0.00	0.00	1.00
	Tuesday	12.00	4.00	0.00	0.00	1.00
	Wednesday	12.00	4.00	0.00	0.00	1.00
	Thursday	12.00	4.00	0.00	0.00	1.00
	Friday	12.00	4.00	0.00	0.00	1.00
	Saturday	12.00	3.00	0.00	0.00	1.00
22:00 PM	Sunday	12.00	3.00	0.00	0.00	1.00
	Monday	12.00	4.00	0.00	0.00	1.00
	Tuesday	12.00	4.00	0.00	0.00	1.00
	Wednesday	12.00	4.00	0.00	0.00	1.00
	Thursday	12.00	4.00	0.00	0.00	1.00
	Friday	12.00	4.00	0.00	0.00	1.00
	Saturday	12.00	3.00	0.00	0.00	1.00
23:00 PM	Sunday	12.00	3.00	0.00	0.00	1.00
	Monday	12.00	4.00	0.00	0.00	1.00
	Tuesday	12.00	4.00	0.00	0.00	1.00
	Wednesday	12.00	4.00	0.00	0.00	1.00
	Thursday	12.00	4.00	0.00	0.00	1.00
	Friday	12.00	4.00	0.00	0.00	1.00
	Saturday	12.00	3.00	0.00	0.00	1.00
00:00 AM	Sunday	12.00	3.00	0.00	0.00	1.00
	Monday	12.00	4.00	0.00	0.00	1.00

	Tuesday	12.00	4.00	0.00	0.00	1.00
	Wednesday	12.00	4.00	0.00	0.00	1.00
	Thursday	12.00	4.00	0.00	0.00	1.00
	Friday	12.00	4.00	0.00	0.00	1.00
	Saturday	12.00	3.00	0.00	0.00	1.00
	Sunday	12.00	2.00	0.00	0.00	1.00
1:00 AM	Monday	12.00	3.00	0.00	0.00	1.00
	Tuesday	12.00	3.00	0.00	0.00	1.00
	Wednesday	12.00	3.00	0.00	0.00	1.00
	Thursday	12.00	3.00	0.00	0.00	1.00
	Friday	12.00	3.00	0.00	0.00	1.00
	Saturday	12.00	2.00	0.00	0.00	1.00
2:00 AM	Sunday	12.00	2.00	0.00	0.00	0.00
	Monday	12.00	3.00	0.00	0.00	0.00
	Tuesday	12.00	3.00	0.00	0.00	0.00
	Wednesday	12.00	3.00	0.00	0.00	0.00
	Thursday	12.00	3.00	0.00	0.00	0.00
	Friday	12.00	3.00	0.00	0.00	0.00
3:00 AM	Saturday	12.00	2.00	0.00	0.00	0.00
	Sunday	12.00	2.00	0.00	0.00	0.00
	Monday	12.00	2.00	0.00	0.00	0.00
	Tuesday	12.00	2.00	0.00	0.00	0.00
	Wednesday	12.00	2.00	0.00	0.00	0.00
	Thursday	12.00	2.00	0.00	0.00	0.00
4:00 AM	Friday	12.00	2.00	0.00	0.00	0.00
	Saturday	12.00	2.00	0.00	0.00	0.00
	Sunday	12.00	2.00	0.00	0.00	0.00
	Monday	12.00	2.00	0.00	0.00	0.00
	Tuesday	12.00	2.00	0.00	0.00	0.00
	Wednesday	12.00	2.00	0.00	0.00	0.00
5:00 AM	Thursday	12.00	2.00	0.00	0.00	0.00
	Friday	12.00	2.00	0.00	0.00	0.00
	Saturday	12.00	2.00	0.00	0.00	0.00
	Sunday	12.00	2.00	0.00	0.00	0.00
	Monday	12.00	2.00	0.00	0.00	0.00
	Tuesday	12.00	2.00	0.00	0.00	0.00
6:00 AM	Wednesday	12.00	2.00	0.00	0.00	0.00
	Thursday	12.00	2.00	0.00	0.00	0.00
	Friday	12.00	2.00	0.00	0.00	0.00
	Saturday	12.00	2.00	0.00	0.00	0.00
	Sunday	12.00	2.00	0.00	0.00	0.00
	Monday	12.00	2.00	0.00	0.00	0.00

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Unit Information

Additional Care Team Members				
Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Nurse Manager	X			
Clinical Coordinator	X			
ED Tech/HUC	10 hr	8 hrs		YES
Trauma Coordinator	X			

Unit Information

Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):

Activity such as patient admissions, discharges, and transfers

Beds: 11 Main ED rooms, 1 Trauma room, 1 Triage room (12 Total) Average daily census: 35-40 Average number of admits per year 6.9% Average number of transfers per year 3.9%

Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift

The Emergency Department (ED) at St. Elizabeth Hospital (SEH) is a Level V Trauma Center, Level II Cardiac Center, and Level III Stroke Center. Emergency care is offered 24 hours a day, every day of the year, with a board certified emergency physician and nursing staff experienced in emergency care on duty. The ED is capable of stabilizing and caring for all types of patients. We care for patients of any age, with any illness or injury requiring immediate medical attention or believed to require immediate medical attention. St. Elizabeth has critical access designation and serves approximately 40,000 residents within Enumclaw city limits as well as the surrounding plateau. Patients needing specialty care will be transferred to a higher-level care facility providing that specialty care and in accordance with transfer policies and procedures.

Skill mix

Charge RN with a patient assignment, RN's, EDT/HUC

Level of experience of nursing and patient care staff

All ED RN's are required to have ACLS, BLS, PALS or ENPC, TNCC, NIHSS Specially Certifications: CEN, NRP

Need for specialized or intensive equipment

Specialized equipment includes, but is not limited to: Adult, Pediatric & Neonatal crash carts, Difficult Airway bag, Glidescope and CMAC for advanced intubation. ventilators, Bipap, point of care testing, portable ultrasound, infant radiant warmer, Telemetry monitoring at central nursing station, SANE examination and supplies.

Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

1 Trauma room equipped to receive trauma patients, stroke and STEMI patients from Enumclaw and the surrounding areas. 11 main ED beds and 1 triage room. 1 DECON room designed to handle decontamination of 2 patients at a time. 1 main nursing station, both clean and dirty utility rooms, 1 each and 3 patient bathrooms. The imaging department is on the main floor with the ED for quick mobility to Diagnostic Imaging.

Other





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Unit Information

Additional Care Team Members

Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Anesthesia Support Coordinator, Cert. Manager	8 (Monday-Thursday)			
Clinical Coordinator	X			
Surgical Technician	2-3 Technicians	1 ST on-call	1 ST on-call	24 hours on-call

Unit Information

Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):

Activity such as patient admissions, discharges, and transfers

Case average: 6-8 cases/day. RN's - Interview patients in pre-op, set up OR room, assess medication needs and pull from Pyxis, assist Surg Tech to set up sterile fields, count instruments and other countables. Get the patient settled on OR bed, prep the patient, position patient, documentation, getting items for Surg Tech/surgeon/anesthesia, monitor the case. At the end of the case, assist to get the patient back to stretcher or bed, assist anesthesia to bring the patient to PACU, give a report to PACU, complete surgical documentation. Perform room turnover (cleaning OR between cases). Start the next case process. Surg Techs - Review preference cards, set up sterile fields, assist surgeons to drape and assist with instrument needs during case. Perform room turnover. Anesthesia Tech - Regional block set up, OR set up, assist with induction, clean anesthesia equipment between cases, assist with room turnover.

Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift

We average 2 OR's per day, average of 6-8 surgeries per day. 3rd OR is used for scheduled / urgent / emergent c-sections. When 2 OR's are busy and a c-section is scheduled urgently/emergently, OR Charge flexes available staff to cover these cases. On occasion, one OR may need to delay starting to accommodate a c-section patient.

Skill mix

RN's, Surg Techs, Anesthesia Tech. Each OR is staffed with 1 RN and 1 Surg Tech. Anesthesia Tech flexes between all OR's. Charge RN runs the desk, answers phones, manages case scheduling and procurement of needed items for upcoming cases (equipment, implants, etc).

Level of experience of nursing and patient care staff

RN's: 38% BSN; 2 with ACLS certification; 1 with PALS certification; 2 with CNOR certification. ST's: 2 with Surg Tech certification. Anesthesia Tech: Anesthesia Tech certification.

Need for specialized or intensive equipment

OR uses many types of specialized beds, monitors, machines and equipment unique to the OR setting.

Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

3 OR's: 2 on west side of unit and 1 on east side. Sterile Core is located in the center, between all OR's. This includes a Pyxis station for RN's to obtain medications. Each OR has a Pyxis for anesthesia use. Charge RN desk is located across from OR 3 on west side of unit.

Other

Staff responsible for planning their breaks and lunch times each am and to document these estimated times on Break/Lunch form. They are also responsible for documenting whether they got their breaks and lunch on the same form no later than end-of-day. Charge RN and 3rd Surg Tech are responsible for breaks/lunch coverage for the team. Charge RN, in collaboration with the Manager, may staff above stated minimum staffing requirements each shift and as needed, taking into consideration patient acuity, type of cases scheduled and level of care necessary. Anesthesia team assists with Anesthesia Tech break/lunch coverage.



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FIXED STAFFING MATRIX

Minimum means the minimum number of RNs, LPNs, CNAs, and UAPs per shift based on the average needs of the unit such as patient acuity, staff skill level, and patient care activities. If a unit does not utilize certain staff for that shift please put "0", do not leave it blank.

Unit/ Clinic Name: 2nd Floor SADU/Infusion/Recovery Services

Unit/ Clinic Type: SADU/Infusion/Recovery Services

Unit/ Clinic Address: 1455 Battersby Ave, Enumclaw, WA 98022

Effective as of: 7/1/24

Room assignment

Room assignment	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
SADU/Infusion: 8 Patient Bays	Monday	8.00	4.00	0.00	0.00	0.00
		10.00	1.00	0.00	0.00	0.00
		12.00	1.00	0.00	0.00	0.00
	Tuesday	8.00	4.00	0.00	0.00	0.00
		10.00	1.00	0.00	0.00	0.00
		12.00	1.00	0.00	0.00	0.00
	Wednesday	8.00	4.00	0.00	0.00	0.00
		10.00	1.00	0.00	0.00	0.00
		12.00	1.00	0.00	0.00	0.00
	Thursday	8.00	4.00	0.00	0.00	0.00
		10.00	1.00	0.00	0.00	0.00
		12.00	1.00	0.00	0.00	0.00
	Friday	8.00	4.00	0.00	0.00	0.00
		10.00	1.00	0.00	0.00	0.00
		12.00	1.00	0.00	0.00	0.00
	Evening Weekday Call	12.00	1.00	0.00	0.00	0.00
PACU: 4 Patient Bays	Weekend Call	24.00	1.00	0.00	0.00	0.00
	Monday	8.00	2.00	0.00	0.00	0.00
	Tuesday	8.00	2.00	0.00	0.00	0.00
	Wednesday	8.00	2.00	0.00	0.00	0.00
	Thursday	8.00	2.00	0.00	0.00	0.00
	Friday	8.00	2.00	0.00	0.00	0.00
	Evening Weekday Call	14.00	1.00	0.00	0.00	0.00
	Weekend Call	24.00	1.00	0.00	0.00	0.00



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Unit Information

Additional Care Team Members				
Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Manager	X			
Clinical Coordinator	X			

Unit Information

Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):

Activity such as patient admissions, discharges, and transfers

This is a mixed unit consisting of SADU, PACU and Outpatient Infusion Services. SADU (Same Day Admit & Discharge Unit) supports routine outpatient surgical cases, as well as provides support for non-surgical procedural patients (i.e. CTCA's, lumbar punctures, etc). PACU (Post-Anesthesia Care Unit) provides post-op phase I recovery for all surgical patients, as well as provides support for non-surgical procedural patients (i.e. cardioversions, etc). Outpatient Infusion Services supports administration of pharmaceuticals and non-pharmaceuticals.

Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift

SADU and PACU staff provide care for all adult outpatient and inpatient surgical and procedural patients in accordance with hospital policy. Patients needing emergent care for unstable medical conditions are first assessed and stabilized in the Emergency Department, then transported to a higher level of care in accordance with hospital policy. Staff also care for pediatric surgical outpatients and inpatients in accordance with hospital policy.

Skill mix

RN-only unit. Charge RN runs the desk, answers phones and schedules all infusions.

Level of experience of nursing and patient care staff

69% have BSN degrees. 94% have ACLS and PALS certification; 2 RN's have CNOR certification; 1 RN has CPAN certification; 1 RN has PEARS certification; 1 RN has Med/Surg certification.

Need for specialized or intensive equipment

Alaris pumps

Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

SADU/Infusion and PACU are separated by a wall. 7 of the patient care bays are located in the SADU/Infusion space; 1 patient care bay is located within the PACU space. Nursing station is located within the SADU/Infusion space. There is one Pyxis machine located in PACU space that services SADU/Infusion/PACU.

Other

Day-to-day adjustments to the staffing plans are made based on the professional judgement of the appropriate manager or nursing personnel, including the Charge Nurse, and takes into consideration current unit volumes, acuity and ability to flex staff to support multiple areas. Staff may be low censused or put on "LC on Call" the night before their shift. Charge RN's take into consideration the acuity and variety of tasks and care needed on any particular shift to maintain safety in a multi-specialty department. Extra staff may be scheduled for the entire shift or a partial shift to support increased volumes or acuity. All staff are required to take call after hours and on weekends.



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FIXED STAFFING MATRIX

Minimum means the minimum number of RNs, LPNs, CNAs, and UAPs per shift based on the average needs of the unit such as patient acuity, staff skill level, and patient care activities. If a unit does not utilize certain staff for that shift please put "0", do not leave it blank.

Unit/ Clinic Name:	2nd Floor Pre-Anesthesia					
Unit/ Clinic Type:	Pre-Anesthesia					
Unit/ Clinic Address:	1455 Battersby Ave, Enumclaw, WA 98022					
Effective as of:						
Days of the week						
Day of the week	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
Monday	0800-1630	8.00	1.00	0.00	0.00	0.00
Tuesday	0800-1630	8.00	1.00	0.00	0.00	0.00
Wednesday	0800-1630	8.00	1.00	0.00	0.00	0.00
Thursday	0800-1630	8.00	1.00	0.00	0.00	0.00
Friday	0800-1630	8.00	1.00	0.00	0.00	0.00

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Unit Information

Additional Care Team Members				
Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Manager	X			
Clinical Coordinator	X			

Unit Information

Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):

Activity such as patient admissions, discharges, and transfers

Pre-Anesthesia Testing (PAT) services are provided for all scheduled outpatient adult and pediatric surgical patients.

Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift

PAT RN's provide a comprehensive review of all scheduled outpatient adult and pediatric surgical patients, as well as conduct patient phone interviews. They are responsible for gathering necessary health documents, schedule testing if needed, and obtaining clearance for higher acuity/patients with multiple co-morbidities from other healthcare providers, such as anesthesia.

Skill mix

One RN; primarily a desk job. RN is also responsible for flexing to SADU/Infusion to keep skills up-to-date due to call requirements for SADU/Infusion.

Level of experience of nursing and patient care staff

1 RN per day; BSN degree. Required to have ACLS/PALS certification.

Need for specialized or intensive equipment

N/A

Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

Office is located next to PACU area.

Other

Day-to-day adjustments to the staffing plans are made based on the professional judgement of the appropriate manager or nursing personnel, including the Charge Nurse, and takes into consideration current unit volumes, acuity and ability to flex staff to support multiple areas. Staff may be low censused or put on "LC on Call" the night before their shift. Charge RN's take into consideration the acuity and variety of tasks and care needed on any particular shift to maintain safety in a multi-specialty department. Extra staff may be scheduled for the entire shift or a partial shift to support increased volumes or acuity. All staff are required to take call after hours and on weekends.

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FIXED STAFFING MATRIX

Minimum means the minimum number of RNs, LPNs, CNAs, and UAPs per shift based on the average needs of the unit such as patient acuity, staff skill level, and patient care activities. If a unit does not utilize certain staff for that shift please put "0", do not leave it blank.

Unit/ Clinic Name:	1st Floor GI Services						
Unit/ Clinic Type:	GI Services						
Unit/ Clinic Address:	1455 Battersby Ave, Enumclaw, WA 98022						
Effective as of:							
Days of the week							
Days of the week	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's	
Monday	0700-1530	8.00	4.00	0.00	0.00	0.00	0.00
	0700-1530	8.00	4.00	0.00	0.00	0.00	0.00
	0700-1530	8.00	4.00	0.00	0.00	0.00	0.00
	0700-1530	8.00	4.00	0.00	0.00	0.00	0.00
Tuesday	0700-1530	8.00	4.00	0.00	0.00	0.00	0.00
	0700-1530	8.00	4.00	0.00	0.00	0.00	0.00
	0700-1530	8.00	4.00	0.00	0.00	0.00	0.00
	0700-1530	8.00	4.00	0.00	0.00	0.00	0.00
Wednesday	0700-1530	8.00	4.00	0.00	0.00	0.00	0.00
	0700-1530	8.00	4.00	0.00	0.00	0.00	0.00
	0700-1530	8.00	4.00	0.00	0.00	0.00	0.00
	0700-1530	8.00	4.00	0.00	0.00	0.00	0.00
Thursday	0700-1530	8.00	4.00	0.00	0.00	0.00	0.00
	0700-1530	8.00	4.00	0.00	0.00	0.00	0.00
	0700-1530	8.00	4.00	0.00	0.00	0.00	0.00
	0700-1530	8.00	4.00	0.00	0.00	0.00	0.00
Friday	0700-1530	8.00	4.00	0.00	0.00	0.00	0.00
	0700-1530	8.00	4.00	0.00	0.00	0.00	0.00
	0700-1530	8.00	4.00	0.00	0.00	0.00	0.00
	0700-1530	8.00	4.00	0.00	0.00	0.00	0.00

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Unit Information

Additional Care Team Members				
Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Manager	X			
Clinical Coordinator	X			
Endoscopy Tech	2 Techs x 8 hrs Mon-Fri			

Unit Information

Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):

Activity such as patient admissions, discharges, and transfers

Endoscopy Services at St. Elizabeth Hospital (SEH) provides routine outpatient diagnostic and therapeutic endoscopy care (EGD's and colonoscopies) to adult patients.

Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift

Outpatients who meet scheduling criteria are scheduled at SEH. Stable adult Emergency Room and Acute Care inpatients are provided on an as-needed basis. There is no after-hours Endoscopy coverage. Critical patients needing immediate endoscopy care are transferred to an accepting facility.

Skill mix

The unit is staffed with RN's (BSN or ADN) and Endoscopy Techs (CNA's trained in scope reprocessing and procedure assist). RN's are required to have ACLS certification. Anesthesia personnel (Anesthesiologists and CRNA's) provide propofol sedation for all procedures.

Level of experience of nursing and patient care staff

All staff currently working have been trained in endoscopy. New RN staff receive training/competency in procedure admit, procedure documentation, procedure assist and recovery. New Endoscopy Techs receive training/competency in procedure assist and scope reprocessing.

Need for specialized or intensive equipment

Olympus endoscopes, various procedure-specific equipment.

Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

The Endoscopy Unit is located on 1st floor, next to the Emergency Department. There are two procedure rooms, but only one is in use. The unit also includes an intake desk and 4 patient care bays. There is a pyxis station in the nursing area.

Other

Day-to-day adjustments to the staffing plans are made based on the professional judgement of the appropriate manager or nursing personnel, including the Lead GI Nurse, and takes into consideration current unit volumes, acuity and ability to flex staff to multiple roles. Staff may be low censused the night before their shift. Lead RN takes into consideration the acuity and variety of tasks and care needed on any particular shift to maintain safety in the department. Extra staff may be scheduled for the entire shift or a partial shift to support increased volumes or acuity. Staff are not required to take call after hours or on weekends.

Patient Volume-based Staffing Matrix Formula Template

Minimum means the minimum number of RNs, LPNs, CNAs, and UAPs per shift based on the average needs of the unit such as patient acuity, staff skill level, and patient care activities. If a unit does not utilize certain staff for that shift please put "0", do not leave it blank.

Unit/ Clinic Name:	3rd Floor Family Birth Center										
Unit/ Clinic Type:	Labor & Delivery, Mother Baby, and Level 1 Nursery										
Unit/ Clinic Address:	1455 Battersby Ave, Enumclaw, WA 98022										
Average Daily Census:	2.07		Maximum # of Beds:					10			
Effective as of:	12/17/2024										
# of Rooms											
# of Rooms	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's	Min # of RN HPUS	Min # of LPN HPUS	Min # of CNA HPUS	Min # of UAP HPUS	Total Minimum Direct Pt. Care HPUS (hours per unit of service)
1	Days	12.00	2.00	0.00	0.00	0.00	24.00	0.00	0.00	0.00	48.00
	Nights	12.00	2.00	0.00	0.00	0.00	24.00	0.00	0.00	0.00	
2	Days	12.00	2.00	0.00	0.00	0.00	12.00	0.00	0.00	0.00	24.00
	Nights	12.00	2.00	0.00	0.00	0.00	12.00	0.00	0.00	0.00	
3	Days	12.00	2.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	16.00
	Nights	12.00	2.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	
4	Days	12.00	3.00	0.00	0.00	0.00	9.00	0.00	0.00	0.00	18.00
	Nights	12.00	3.00	0.00	0.00	0.00	9.00	0.00	0.00	0.00	
5	Days	12.00	3.00	0.00	0.00	0.00	7.20	0.00	0.00	0.00	14.40
	Nights	12.00	3.00	0.00	0.00	0.00	7.20	0.00	0.00	0.00	
6	Days	12.00	3.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	12.00
	Nights	12.00	3.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	
7	Day	12.00	4.00	0.00	0.00	0.00	6.86	0.00	0.00	0.00	13.71
	Nights	12.00	4.00	0.00	0.00	0.00	6.86	0.00	0.00	0.00	
8	Days	12.00	4.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	12.00
	Nights	12.00	4.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	
9	Days	12.00	4.00	0.00	0.00	0.00	5.33	0.00	0.00	0.00	10.67
	Nights	12.00	4.00	0.00	0.00	0.00	5.33	0.00	0.00	0.00	
10	Days	12.00	4.00	0.00	0.00	0.00	4.80	0.00	0.00	0.00	9.60
	Nights	12.00	4.00	0.00	0.00	0.00	4.80	0.00	0.00	0.00	



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Unit Information

Additional Care Team Members

Occupation	Shift Coverage		
	Day	Evening	Night
Regional Director	M-F 8 hours		
Nurse Manager	M-F 8 hours		
Clinical Coordinator	M-F 8 hours		
Patient Safety Specialist	1 days/week 8 hours		

Unit Information

Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):

Activity such as patient admissions, discharges, and transfers

Average number of births per month(last 6 mo): 34.16 Description: The Family Birth Center (FBC) at St. Elizabeth Hospital (SEH) is designated as providing Level 1 obstetric care and Level 1 neonatal care. Obstetric care is offered 24 hours a day, every day of the year, with obstetric providers available on call and nursing staff experienced in triage assessment and stabilization care on duty. The FBC provides family centered care with planned delivery of low to moderate risk pregnancies of 35 weeks and greater. We also provide extended recovery or inpatient care for GYN or uncomplicated medical/surgical patients. In addition our outpatient clinic sees maternal and infant patients for specialized RN consultation in lactation, postpartum support, and neonatal care. Maternal or Neonatal patients needing higher levels of care are stabilized and transported to area secondary or tertiary care centers.

Patient Population: The family birth center takes care of pregnant patients of 16 weeks or greater up to 6 weeks postpartum seeking care regarding their obstetric condition. Patients needing emergent care for unstable medical conditions or conditions not associated with their pregnancy are first assessed and stabilized in the Emergency Department in accordance with policies and procedures.

Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift

Nurse patient ratio 1:1-2 labors, 2:1 during birth, 1:3 couplets. Acuity levels based on diagnosis, identified risk factors, ongoing assessment of maternal or newborn status and ongoing plan of care. Staffing ratios based on AWHONN

Guidelines encompassing all patient types and clinical situations for obstetrical care. Charge nurse, in collaboration with unit manager, may staff above the stated minimum staffing requirements each shift and as needed taking specifically into consideration acuity and level of care.

Skill mix

Description: RNs trained in fetal monitoring, MSE of labor patients, and neonatal resuscitation and stabilization. We have the full complement of OB care providers-Certified Nurse Midwives, OB/GYNs, Family Practice with OB credentialing. Maternal Fetal Medicine and Neonatology consults are available remotely within our system.

Level of experience of nursing and patient care staff

Description: Resident RNs (18 week program with year long mentorship), RN (2-35 years) specializing in maternal newborn care. Additional RN certifications could include Inpatient OB, Antepartum, External Fetal Monitoring and International Board of Lactation Consultants.

Need for specialized or intensive equipment

Description: Fetal Monitors including continuous and doppler monitoring, Bedside Ultrasound, Infant warmers, phototherapy blankets and banks, Adult and Neonatal code carts, postpartum hemorrhage cart, hearing screening device, transilluminators, and transcutaneous bilimeters.

Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

Three labor and delivery suites on one side of a centralized nurses station, medication room, nursery, clean utility, dirty utilities, linen and nourishment area with 5 postpartum rooms on the opposite side of these central areas. 2 overflow rooms adjacent to the labor and delivery side. OR designated for OB needs just below the unit via elevator or stairwell.

Other

The unit is secured and monitored 24-7. Access is granted by badge or by staff members on the unit. The infant security system is in place.