How NHpPD Can Be Used to Calculate Staffing for Your Ward / Unit

Example ward

St Elsewhere Hospital - General Surgical Ward	
Ward Category	Category B
Target NHpPD for the ward	6
Number of beds on the ward	21
Occupancy level	93%
Average Daily Occupied Bed Day (OBD)	20
Number days the unit is open / week	7 days / week

*** NHpPD** represents the amount of time nurses spend with each patient each day

Calculating Target Nursing Hours & Number Staff Required per Shift for the Ward

Step 1

- Calculate the average nursing hours required per day (cover) for the ward/unit

Nursing Hours = OBD x Ward NHpPD Category

Nursing Hours = 20 x 6 (Cat. B)

Nursing Hours = 120 hrs required / day

* Therefore this General Surgical ward on average requires 120 Nursing Hours (cover) each day

Step 2

- Calculate the total nursing hours required for a 14-day period (fortnight) for the ward/unit

Nursing Hours/fn = Nursing Hours x 14 days

Nursing Hours/fn = 120 x 14

Nursing Hours/fn = **1680 hrs / fn**

* Therefore this General Surgical ward on average requires **1680 Nursing Hours** (cover) each **fortnight**

Step 3

- Convert Nursing Hours/fn into the ward profile where

a.m shift = 7.6 hours
p.m shift = 7.6 hours
night duty = 10 hours

PROFILE 7/6/3
a.m shift: 7 x 7.6 hours = 53.2
p.m shift: 6 x 7.6 hours = 45.6
ND shift: 3 x 10 hours = 30

Nursing hours = am + pm + ND hours (cover)
= 53.2 + 45.6 + 30
= 128.8 hours/day

PROFILE 6/6/3
a.m & p.m shift: 6 x 7.6 hours = 45.6
ND shift: 3 x 10 hours = 30

Nursing hours = am + pm + ND hours (cover)
= 45.6 + 45.6 + 30
= 121.2 hours/day

Step 3 continued

- Convert Nursing Hours/fn into the ward profile where

a.m shift = 7.6 hours
p.m shift = 7.6 hours
night duty = 10 hours

PROFILE 5/5/3
a.m & p.m shift: 5 x 7.6 hours = 38
ND shift: 3 x 10 hours = 30

Nursing hours = am + pm + ND hours (cover)
= 38 + 38 + 30
= 106 hours /day

Example of how the shift profile could be allocated to fit within Target Nursing Hours /fortnight.

SHIFT	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total Hrs
AM	7	7	7	6	6	5	5	7	7	7	6	6	5	5	
PM	6	6	6	6	6	5	5	6	6	6	6	6	5	5	Target 1680
ND	3	3	3	3	3	3	3	3	3	3	3	3	3	3	
Hours (cover)	128.8	128.8	128.8	121.2	121.2	106	106	128.8	128.8	128.8	121.2	121.2	106	106	1681.6

***NB**: Not all shift profiles will be based on a standard 76 hour fortnight. Rosters may often include shorter shifts ie 5 or 6 hours.

Step 4

- Calculate the total nursing FTE cover

$$\text{FTE} = \frac{\text{Nursing Hours / fn}}{76}$$

(based on std fn 76 hours)

$$\text{FTE} = \frac{1680\text{hrs/fn}}{76}$$

FTE = 22.10 FTE