

***New York State Law 2805-t
Hospital Clinical Staffing
Committee***

Staten Island University Hospital Prince's Bay

PFI Number: 1737

HOSPITAL CLINICAL STAFFING COMMITTEE CHARGE

The New York State Hospital Clinical Staffing Committee (NYSHCSC) law enacted in June 2021 requires hospitals to collaboratively develop and implement a clinical staffing plan for registered nurses (RNs) and other members of the frontline team. The hospital clinical staffing committee (HCSC) is charged with creating a forum to give frontline workers, RNs, licensed practical nurses (LPNs) and nursing assistive staff, including certified nursing assistants (CNAs), patient care attendants (PCTs), medical assistants (MAs) and unit clerks a role/voice in developing unit level staffing plans—while preserving management's role in designing and implementing the staffing plan. The HCSC's primary responsibilities are to develop and oversee implementation of the hospital's annual clinical staffing plan.

**[PFI 1737] [Staten Island University Hospital Prince’s Bay
Acute Care Inpatient Units Staffing Plan**

2N2S (2I) Inpatient Psychiatry

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Bed Capacity 35

Average Number of Patients Per Day:	28.0
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			Number of Staff						
Direct Caregivers	Scheduled Hours	Shift Length	Mon	Tues	Wed	Thu	Fri	Sat	Sun
			Day Shift						
RN	7a-7:30p	12.00	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Unlicensed Assistive Personnel (NA/PCA/)	7a-3pm	8.00	4.0	4.0	4.0	4.0	4.0	4.0	4.0
			Evening Shift						
Unlicensed Assistive Personnel (NA/PCA)	3pm-11pm	8.00	4.0	4.0	4.0	4.0	4.0	4.0	4.0
			Night Shift						
RN	7pm-7:30a	12.00	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Unlicensed Assistive Personnel (NA/PCA)	11pm-7am	8.00	4.0	4.0	4.0	4.0	4.0	4.0	4.0

Additional Care Team Members			
<u>Skills</u>	<u>Shift Coverage</u>		
	Day	Evening	Night
Unit Nurse Management	X		
Assistant Nurse Management	X	X	X
Staff Educator	HC	HC	
1:1 Patient Observer/sitter	HC	HC	HC
Functional Nurse			
Patient Transport Team	HC	HC	HC
IV Access			
Monitor/Tele Technician			
Rapid Response Team	HC	HC	HC
Respiratory Therapy Support	HC	HC	HC
Nutritionist	HC		
Rehab Activities (OT, PT, Speech)	HC		
Clinical Pharmacist	HC	HC	HC
Licensed Social Services/Case Management	X		
Spiritual Services	HC	HC	HC
Hospitalist/NP/PA	HC	HC	HC
Nursing Student	X		
Intern/Resident	X	X	
Patient Engagement Specialist	X	X	
Other (Unit Clerical Support)	X	X	HC

The list of caregivers in these boxes were provided to all hospitals.

**[PFI 1737] [Staten Island University Hospital Prince’s Bay
Acute Care Inpatient Units Staffing Plan**

3South (3I) Med-Surg/Telemetry

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Bed Capacity 21

Average Number of Patients Per Day:	18.0
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff						
			Mon	Tues	Wed	Thu	Fri	Sat	Sun
Day Shift									
RN	7a-7:30p	12.00	3.0	3.0	3.0	3.0	3.0	3.0	3.0
Unlicensed Assistive Personnel (NA/PCA/)	7a-3pm	8.00	2.0	2.0	2.0	2.0	2.0	2.0	2.0

Evening Shift									
Unlicensed Assistive Personnel (NA/PCA)	3pm-11pm	8.00	2.0	2.0	2.0	2.0	2.0	2.0	2.0

Night Shift									
RN	7p-7:30a	12.00	3.0	3.0	3.0	3.0	3.0	3.0	3.0
Unlicensed Assistive Personnel (NA/PCA)	11pm-7am	8.00	2.0	2.0	2.0	2.0	2.0	2.0	2.0

Additional Care Team Members			
Skills	Shift Coverage		
	Day	Evening	Night
Unit Nurse Management	X		
Assistant Nurse Management	X	X	
Staff Educator	HC	HC	
1:1 Patient Observer/sitter	HC	HC	HC
Functional Nurse			
Patient Transport Team	HC	HC	HC
IV Access			
Monitor/Tele Technician			
Rapid Response Team	HC	HC	HC
Respiratory Therapy Support	HC	HC	HC
Nutritionist	HC		
Rehab Activities (OT, PT, Speech)	HC		
Clinical Pharmacist	HC	HC	HC
Licensed Social Services/Case Management	X	HC	
Spiritual Services	HC	HC	HC
Hospitalist/NP/PA	HC	HC	HC
Nursing Student	X		
Intern/Resident			
Other (Unit Clerical Support)	X	X	HC

The list of caregivers in these boxes were provided to all hospitals.

**[PFI 1737] [Staten Island University Hospital Prince’s Bay
Acute Care Inpatient Units Staffing Plan**

ICU/CCU (3L/3K)

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Bed Capacity 16

Average Number of Patients Per Day:	13.5
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff						
			Mon	Tues	Wed	Thu	Fri	Sat	Sun
Day Shift									
RN	7a-7:30p	12.00	6.0	6.0	6.0	6.0	6.0	6.0	6.0
Unlicensed Assistive Personnel (NA/PCA/)	7a-3pm	8.00	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Charge RN	7a-7:30pm							1.0	1.0

Evening Shift									
Unlicensed Assistive Personnel (NA/PCA)	3pm-11pm	8.00	2.0	2.0	2.0	2.0	2.0	2.0	2.0

Night Shift									
RN	7a-7:30p	12.00	6.0	6.0	6.0	6.0	6.0	6.0	6.0
Unlicensed Assistive Personnel (NA/PCA)	11pm-7am	8.00	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Charge RN	7p-7:30am	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0

Additional Care Team Members			
Skills	Shift Coverage		
	Day	Evening	Night
Unit Nurse Management	X		
Assistant Nurse Management	X	X	
Staff Educator	HC	HC	
1:1 Patient Observer/sitter	HC	HC	HC
Functional Nurse			
Patient Transport Team	HC	HC	HC
IV Access			
Monitor/Tele Technician			
Rapid Response Team	HC	HC	HC
Respiratory Therapy Support	X	X	HC
Nutritionist	HC		
Rehab Activities (OT, PT, Speech)	HC		
Clinical Pharmacist	HC	HC	HC
Licensed Social Services/Case Management	HC		
Spiritual Services	HC	HC	HC
Hospitalist/NP/PA	X	X	X
Nursing Student	X		
Intern/Resident	X	X	
Other (Unit Clerical Support)	X	X	HC

The list of caregivers in these boxes were provided to all hospitals.

**[PFI 1737] [Staten Island University Hospital Prince’s Bay
Acute Care Inpatient Units Staffing Plan**

4N4S (4I) Med-Surg

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Bed Capacity 52

Average Number of Patients Per Day:	49.3
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff						
			Mon	Tues	Wed	Thu	Fri	Sat	Sun
Day Shift									
RN	7a-7:30p	12.00	8.0	8.0	8.0	8.0	8.0	8.0	8.0
Unlicensed Assistive Personnel (NA/PCA/)	7a-3pm	8.00	6.0	6.0	6.0	6.0	6.0	6.0	6.0

Evening Shift									
Unlicensed Assistive Personnel (NA/PCA)	3pm-11pm	8.00	6.0	6.0	6.0	6.0	6.0	6.0	6.0

Night Shift									
RN	7a-7:30p	12.00	8.0	8.0	8.0	8.0	8.0	8.0	8.0
Unlicensed Assistive Personnel (NA/PCA)	11pm-7am	8.00	6.0	6.0	6.0	6.0	6.0	6.0	6.0

Additional Care Team Members			
Skills	Shift Coverage		
	Day	Evening	Night
Unit Nurse Management	X		
Assistant Nurse Management	X	X	
Staff Educator	HC	HC	
1:1 Patient Observer/sitter	HC	HC	HC
Functional Nurse			
Patient Transport Team	HC	HC	HC
IV Access			
Monitor/Tele Technician			
Rapid Response Team	HC	HC	HC
Respiratory Therapy Support	HC	HC	HC
Nutritionist	HC		
Rehab Activities (OT, PT, Speech)	HC		
Clinical Pharmacist	HC	HC	HC
Licensed Social Services/Case Management	X	HC	
Spiritual Services	HC	HC	HC
Hospitalist/NP/PA	HC	HC	HC
Nursing Student	X		
Intern/Resident			
Other (Unit Clerical Support)	X	X	HC

The list of caregivers in these boxes were provided to all hospitals.

**[PFI 1737] [Staten Island University Hospital Prince’s Bay
Ambulatory and Procedural Areas Staffing Plan**

Emergency Department

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	91
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Direct Caregivers	Scheduled Hours	Shift Length	Number of Staff						
			Mon	Tues	Wed	Thu	Fri	Sat	Sun
Day Shift									
RN	7a-7:30p	12.00	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Unlicensed Assistive Personnel (NA/PCA/)	7a-3pm	8.00	3.0	3.0	3.0	3.0	3.0	3.0	3.0

Evening Shift									
RN	11a-11pm	12.00	3.0	3.0	3.0	3.0	3.0	3.0	3.0
Unlicensed Assistive Personnel (NA/PCA)	3pm-11pm	8.00	3.0	3.0	3.0	3.0	3.0	3.0	3.0
Charge RN	11a-11pm	12.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0

Night Shift									
RN	11pm-7:30am	8.00	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Unlicensed Assistive Personnel (NA/PCA)	11pm-7am	8.00	2.0	2.0	2.0	2.0	2.0	2.0	2.0

Additional Care Team Members			
Skills	Shift Coverage		
	Day	Evening	Night
Unit Nurse Management	X	-	-
Assistant Nurse Management	X	X	-
Staff Educator	X	HC	HC
1:1 Patient Observer/sitter	HC	HC	HC
Functional Nurse	-	-	-
Patient Transport Team	HC	HC	HC
IV Access	-	-	-
Monitor/Tele Technician	-	-	-
Rapid Response Team	HC	HC	HC
Respiratory Therapy Support	HC	HC	HC
Nutritionist	HC	-	-
Rehab Activities (OT, PT, Speech)	HC	-	-
Clinical Pharmacist	HC	HC	HC
Licensed Social Services/Case Management	-	-	-
Spiritual Services	HC	HC	HC
Hospitalist/NP/PA	X	X	X
Nursing Student	X		
Intern/Resident	X	X	
Other (Unit Clerical Support)	X	X	X

The list of caregivers in these boxes were provided to all hospitals.

**[PFI 1737] [Staten Island University Hospital Prince’s Bay
Ambulatory and Procedural Areas Staffing Plan
Ambulatory Surgery**

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Patients Per Day:	20
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Direct Caregivers	Scheduled Hours	Shift Length	Minimum Number of Staff Per Room/Procedure						
			Mon	Tues	Wed	Thu	Fri	Sat	Sun
Day Shift									
Pre-Op RN	6am-6pm	12 hrs	3	3	3	3	3	N/A	N/A
Recovery RN	6am-6pm	12 hrs	3	3	3	3	3	N/A	N/A
Unlicensed Assistive Personnel (NA/PCA)	6am-2pm	8 hrs	1	1	1	1	1	N/A	N/A
Unlicensed Assistive Personnel (NA/PCA)	7am-3pm	8 hrs	1	1	1	1	1	N/A	N/A
Evening Shift									
Pre-Op Recovery RN	11-7:30p	8 hrs	1	1	1	1	1	N/A	N/A
Recovery RN	11-7:30p	8 hrs	1	1	1	1	1	N/A	N/A
Unlicensed Assistive Personnel (NA/PCA)	11-7:30p	8 hrs	1	1	1	1	1	N/A	N/A
Night Shift									
All Roles	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Additional Care Team Members			
Skills	Shift Coverage		
	Day	Evening	Night
Unit Nurse Management	X	-	-
Assistant Nurse Management	X	-	-
Staff Educator	HC	HC	-
1:1 Patient Observer/sitter	-	-	-
Functional Nurse	-	-	-
Patient Transport Team	HC	HC	-
IV Access	-	-	-
Monitor/Tele Technician	-	-	-
Rapid Response Team	HC	HC	-
Respiratory Therapy Support	HC	HC	-
Nutritionist	-	-	-
Rehab Activities (OT, PT, Speech)	-	-	-
Clinical Pharmacist	-	-	-
Licensed Social Services/Case Management	-	-	-
Spiritual Services	-	-	-
Hospitalist/NP/PA	HC	HC	-
Nursing Student	-	-	-
Intern/Resident/Fellow	-	-	-
Other(Registration)	HC	HC	-
Other (Unit Secretary)	X	X	-

- The list of caregivers in these boxes were provided to all hospitals.

**[PFI 1737] [Staten Island University Hospital Prince’s Bay
Ambulatory and Procedural Areas Staffing Plan**

Cardiac Rehabilitation

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Cases Per Day:	35
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			Minimal Staffing						
Direct Caregivers	Scheduled Hours	Shift Length	Mon	Tues	Wed	Thu	Fri	Sat	Sun
			Day Shift						
RN	8a-4p	8hrs	2	2	2	2	2	N/A	N/A
			Evening Shift						
			N/A	N/A	N/A	N/A	N/A	N/A	N/A
			Night Shift						
			N/A	N/A	N/A	N/A	N/A	N/A	N/A

Additional Care Team Members			
Skills	Shift Coverage		
	Day	Evening	Night
Unit Nurse Management	-	-	-
Assistant Nurse Management (Supervisor Non Nursing)	-	-	-
Staff Educator	HC	-	-
1:1 Patient Observer/sitter	-	-	-
Functional Nurse	-	-	-
Patient Transport Team	HC	-	-
IV Access	-	-	-
Monitor/Tele Technician	X	-	-
Rapid Response Team	HC	-	-
Respiratory Therapy Support	X	-	-
Nutritionist	X	-	-
Rehab Activities (OT, PT, Speech)	HC	-	-
Clinical Pharmacist	HC	-	-
Licensed Social Services/Case Management	HC	-	-
Spiritual Services	-	-	-
Hospitalist/NP/PA (Psychologist)	X	-	-
Nursing Student	-	--	-
Intern/Resident/Fellow	-	-	-
Other (Exercise-Physiologist)	X	-	-

The list of caregivers in these boxes were provided to all hospitals.

**[PFI 1737] [Staten Island University Hospital Prince’s Bay
Ambulatory and Procedural Areas Staffing Plan**

Operating Room

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Cases Per Day:	20
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Direct Caregivers	Schedul ed Hours	Shift Length	Minimum Number of Staff Per Room/Procedure						
			Mon	Tues	Wed	Thu	Fri	Sat	Sun
Day Shift									
Circulating RN	7a-5:00p	10-12 hours	1	1	1	1	1	OC	OC
Scrub Role (RN or Tech)	7a-5:00p	8-12 hours	1	1	1	1	1	OC	OC
PCA (For Department)	7a-3p/9a-5p	8 hours	2-3	2-3	2-3	2-3	2-3	N/A	N/A

Evening Shift									
Circulating RN	5:00p-7:30p	10-12 hours	1	1	1	1	1	OC	OC
Scrub Role (RN or Tech)	5:00p-7:30p	8-12 hours	1	1	1	1	1	OC	OC
PCA (For Department)	3p-11p	8 hours	1	1	1	1	1	N/A	N/A

Night Shift									
Circulating RN	7:30-11:30p	10-12 hours	1	1	1	1	1	OC	OC
Scrub Role (RN or Tech)	7:30-11:30p	8-12 hours	1	1	1	1	1	OC	OC
All Roles	11:30p-7:00A	-----	OC	OC	OC	OC	OC	OC	OC

Additional Care Team Members			
Skills	Shift Coverage		
	Day	Evening	Night
Unit Nurse Management	X	-	-
Assistant Nurse Management	-	X	-
Staff Educator	X	-	-
1:1 Patient Observer/sitter	-	-	-
Functional Nurse	-	-	-
Patient Transport Team	HC	HC	HC
IV Access (CRNA/Anesthesia)	X	X	OC
Monitor/Tele Technician	-	-	-
Rapid Response Team	HC	HC	HC
Respiratory Therapy Support	HC	HC	HC
Nutritionist	-	-	-
Rehab Activities (OT, PT, Speech)	-	-	-
Clinical Pharmacist	-	-	-
Licensed Social Services/Case Management	-	-	-
Spiritual Services	-	-	-
Hospitalist/NP/PA (Surgeons)	X	X	OC
Nursing Student	-	-	-
Intern/Resident/Fellow	X	X	OC
Other(Registration)	HC	HC	HC
Other (Clerical)	X	HC	HC

The list of caregivers in these boxes were provided to all hospitals.

**[PFI 1737] [Staten Island University Hospital Prince’s Bay
Ambulatory and Procedural Areas Staffing Plan**

PACU

Date of Services Budgeted: FY 2024


A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Cases Per Day:	20
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*OC=On Call

Direct Caregivers	Scheduled Hours	Shift Length							
			Mon	Tues	Wed	Thu	Fri	Sat	Sun
Day Shift									
Recovery RN	7a-7:30p	12 hrs	2	2	2	2	2	OC	OC
Recovery RN	8a-8:30p	12 hrs	2	2	2	2	2	OC	OC
Unlicensed Assistive Personnel (NA/PCA)	7a-3p	8 hrs	1	1	1	1	1	N/A	N/A
Evening Shift									
Recovery RN	11a-11:30P	12 hrs	2	2	2	2	2	OC	OC
Unlicensed Assistive Personnel (NA/PCA)	3p-11:30p	8 hrs	1	1	1	1	1	N/A	N/A
Night Shift									
All Roles	11p-7a	OC	OC	OC	OC	OC	OC	OC	OC

Additional Care Team Members			
Skills	Shift Coverage		
	Day	Evening	Night
Unit Nurse Management	X	-	-
Assistant Nurse Management	X	-	-
Staff Educator	HC	-	-
1:1 Patient Observer/sitter	-	-	-
Functional Nurse	-	-	-
Patient Transport Team	HC	HC	-
IV Access	-	-	-
Monitor/Tele Technician	-	-	-
Rapid Response Team	HC	HC	-
Respiratory Therapy Support	HC	HC	-
Nutritionist	HC	HC	-
Rehab Activities (OT, PT, Speech)	-	-	-
Clinical Pharmacist	HC	HC	-
Licensed Social Services/Case Management	-	-	-
Spiritual Services	HC	HC	-
Hospitalist/NP/PA/Surgeon	X	X	-
Nursing Student	-	-	-
Intern/Resident/Fellow	-	-	-
Other (Clerical)	X	X	-

 The list of caregivers in these boxes were provided to all hospitals.

**[PFI 1737] [Staten Island University Hospital Prince’s Bay
Ambulatory and Procedural Areas Staffing Plan**

Radiology

Date of Services Budgeted: FY 2024

A well-staffed unit is not only defined by the number of caregivers included in the team, but by the carefully chosen members of each team depending upon the needs of each patient and the unit overall.

Average Number of Cases Per Day:	78
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Direct Caregivers	Scheduled Hours	Shift Length	Minimum Staffing						
			Mon	Tues	Wed	Thu	Fri	Sat	Sun
Day Shift									
RN	8a-4p	8hrs	1	1	1	1	1	N/A	N/A
Imaging Tech	8a-4p	8hrs	5	5	5	5	5	2	2
Ultrasound Tech	8a-4p/10-6p	8 hr	1-2	1-2	1-2	1-2	1-2	1-2	1-2

Evening Shift									
Imaging Tech	4p-12a	8hrs	3	3	3	3	3	2	2
Ultrasound Tech	4p-12a	8hrs	1	1	1	1	1	1	1

Night Shift									
Imaging Tech	12a-8a	8hrs	2	2	2	2	2	2	2

Additional Care Team Members			
Skills	Shift Coverage		
	Day	Evening	Night
Unit Nurse Management	-	-	-
Assistant Nurse Management (Supervisor Non Nursing)	-	-	-
Staff Educator	HC	-	-
1:1 Patient Observer/sitter	-	-	-
Functional Nurse	-	-	
Patient Transport Team	HC	HC	HC
IV Access	-	HC	HC
Monitor/Tele Technician	-	-	-
Rapid Response Team	HC	HC	HC
Respiratory Therapy Support	HC	HC	HC
Nutritionist	-	-	-
Rehab Activities (OT, PT, Speech)	-	-	-
Clinical Pharmacist	-	-	-
Licensed Social Services/Case Management	-	-	-
Spiritual Services	-	-	-
Hospitalist/NP/PA	HC	HC	HC
Nursing Student	-	-	-
Intern/Resident/Fellow	-	-	-
Other (Registration- Central)	HC	HC	-

■ The list of caregivers in these boxes were provided to all hospitals.