

Required Ratios

Ratios	Time of Day	Charge RN	Triage RN	RN	CNA/WC/EKG
1:1 Trauma RN	7am	1	1	1	4
1:2 Critical RN	11am	1	1	4* (+1)	4
1:5 Main ER	7pm	1	1	4	4
1:5 Fast Track RN	11pm	1	1	1 (-1)	4

Actual Staffing for Date of: ____/____/20____

SHIFT	7:00am	11:00am	7:00pm	11:00pm
CENSUS				
CHARGE RN				
TRIAGE RN				
RN				
LPN				
CNA/WC/EKG				

RN: Registered Nurse, CNA: Certified Nursing Assistant, WC: Ward Clerk, *1 extra for Summer

*Matrices are developed as a guide for shift-to-shift unit-based staffing decisions and are adjusted up or down based on patient factors and skill mix of hospital staff.



Intensive Care

Required Ratios

1:2 RN to Patient Ratio				
Census	Charge RN	RN	CNA/WC/EKG	Ward Clerk
7	1	4	1	1
5-6	1	3	1	1
3-4	1	2	1	1
1-2	1	2	1	1

Actual Staffing for Date of: ____/____/20____

SHIFT	6a-7p	6p-7a
CENSUS		
CHARGE RN		
RN		
CNA/WC/EKG		
WC		

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Cardiac Care Unit

Required Ratios

1:2 RN to Patient Ratio			
Census	Charge RN	RN	CNA/WC/EKG
3-4	1	2	1
1-2	1	2	1

Actual Staffing for Date of: ____/____/20____

SHIFT	6a-7p	6p-7a
CENSUS		
CHARGE RN		
RN		
CNA/WC/EKG		
WC		

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Required Ratios

1:5 RN to Patient Ratio (Tele), 1:6 RN (Non-Tele),
1:4 RN (Stroke)

Census	Charge RN	RN	CNA/WC/EKG	Ward Clerk
30-35	1	7	4	1
26-30	1	6	3	1
21-25	1	5	3	1
16-20	1	4	2	1
11-15	1	3	2	1
6-10	1	2	1	1
1-5	1	2	1	1

Actual Staffing for Date of: ____/____/20____

SHIFT	6a-7p	6p-7a
CENSUS		
CHARGE RN		
RN		
LPN		
CNA/WC/EKG		
WC		

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Telemetry/Medical/Surgical Unit

Required Ratios

1:5 RN to Patient Ratio (Tele), 1:6 RN (Non-Tele), 1:4RN (Trauma/Ortho), 1:5 (Pediatrics)				
Census	Charge RN	RN	CNA/WC/EKG	WC
21-25	1	5	3	1
16-20	1	4	2	1
11-15	1	3	2	1
6-10	1	2	1	1
1-5	1	2	1	1

Actual Staffing for Date of: ____/____/20____

SHIFT	6a-7p	6p-7a
CENSUS		
CHARGE RN		
RN		
LPN		
CNA/WC/EKG		
WC		

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Maternity

Required Ratios

Couplets	Census Capacity MB	Charge RN	RN	LPN	Nursery RN	Total RN	CNA	WC
1-5	1-5	1	1	1	1	4	1	1
5-10	5-10	1	2	1	1	5	1	1

Actual Staffing for Date of: ____/____/20____

SHIFT	7a-7p	7p-7a
CENSUS		
CHARGE RN		
RN		
LPN		
CNA/WC/EKG		
WC		

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NA: Nursing Assistant
WC: Ward Clerk

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New York State Safe Staffing Unit: Labor & Delivery

Required Ratios

Labor & Delivery/Triage

Labor & Delivery	Census Capacity	Bed Capacity	Charge RN	RN
Labor Rooms	Days	4	1	2
	Evenings	4	1	2
	Nights	4	1	2
L&D OR	Days	3	1	3
	Evenings	3	1	3
	Night	3	1	3
Maternity Urgent Care (MUC)	Days	1	1	1
	Evenings	1	1	1
	Nights	1	1	1

Actual Staffing for Date of: ____/____/20____

SHIFT	7a-7p	7p-7a
CENSUS		
CHARGE RN		
RN		

RN: Registered Nurse

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New York State Safe Staffing
Unit: Operating Room

Required Ratios

Operating Room

OR Rooms	RN	CST/Surgical Tech	CNA	Ward Clerk
1	1	1	1	1
2	2	2	1	1
3	3	3	1	1
4	5	3	1	1
5	7	3	1	1
6	9	3	1	1

Actual Staffing for Date of: ____/____/20____

SHIFT	7a-3p	3p-5p	5p-7p	7p-9:30p
CENSUS				
CHARGE RN				
RN				
CST				
CNA				
WC				

RN: Registered Nurse, CNA: Certified Nursing Assistant, CST: Certified Surgical Technologist, WC: Ward Clerk

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Ambulatory Surgery/Endoscopy
 ASU Pre Op/ Post Op

Bed Spots	Charge RN	RN	CNA	Scrub Tech	Ward Clerk
20-22	1	10	1	1	1
15-20	1	8	1	1	1
10-15	1	6	1	1	1
5-10	1	4	1	1	1
1-5	1	2	1	1	1

Actual Staffing for Date of: ____/____/20____

SHIFT	6a-10a	10a-2p	2p-5p	5p-8p
CENSUS				
CHARGE RN				
RN				
LPN				
CNA				
WC				

RN: Registered Nurse, LPN: Licensed Practical Nurse, NA: Nursing Assistant, WC: Ward Clerk

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New York State Safe Staffing
 Unit: Post Anesthesia Care Unit(PACU)

Required Ratios

Post Anesthesia Care Unit

1:2 RN to Patient Ratio			
Census	RN	NA	WC
6-7	3	0	0
4-5	2	0	0
2-3	1	0	0
1-2	1	0	0

Actual Staffing for Date of: ____/____/20____

SHIFT	7a-11a	11a-3p	3p-7p	7p-9p
CENSUS				
RN				
NA				
WC				

RN: Registered Nurse, NA: Nursing Assistant, WC: Ward Clerk

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Breast Center

Required Ratios

Shift	RN	CNA
Day	1	-
Evening	-	-

Actual Staffing for Date of: ____/____/20____

SHIFT	7a-3p
CENSUS	VARIABLE
RN	
Mammo-Sono Techs	
CNA	

RN: Registered Nurse

CNA: Nursing Assistant

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New York State Safe Staffing
 Unit: Radiology (Inpatient/Outpatient)

CT/MRI /Nuclear Medicine

Required Ratios

Shift	RN	CT/MRI /Nuc Tech	CNA
Day	1	3	-
Evening	-	-	-

Actual Staffing for Date of: ____/____/20____

SHIFT	7a-7p	7p-7a
CENSUS	Varies*	Varies*
RN		
CT Tech		
MRI Tech		
Nuclear Tech		
CNA		

RN: Registered Nurse
 CNA: Nursing Assistant

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Interventional Radiology/Cardiac Catheterization Lab

Required Ratios

IR			Cath Lab		
Shift	RN	Radiology Tech	Shift	RN	Radiology Tech
Day	1	2	Day	2	2
Evening	-	-	Evening	-	-

Actual Staffing for Date of: ____/____/20____

SHIFT	7a-7p	7p-7a *On Call
CENSUS		
RN IR		
RN Cardiac Cath		
Radiology Tech		

RN: Registered Nurse

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Dialysis

Required Ratios

Unit Dialysis: 1:2 RN to Patient Ratio Bedside Dialysis = 1:1 RN to Patient Ratio		Monday/Wednesday/Friday: Avg patient load - 34 Tuesday/Thursday/Saturday: Avg patient load - 30		
Shift	Charge RN	RN	LPN	Tech
Day	2	2	1	2

Actual Staffing for Date of: ____/____/20____

SHIFT	6a-7p (Mon, Wed, Fri)	6a-5p (Tues, Thurs, Sat)
CENSUS		
CHARGE RN		
RN		
LPN		
Tech		

RN: Registered Nurse, LPN: Licensed Practical Nurse Tech: Dialysis Technician
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Dialysis

Required Ratios

Unit Dialysis = 1:2 RN to Patient Ratio	
Shift	RN
Day	1

Actual Staffing for Date of: ____/____/20____

SHIFT	6a-9p
CENSUS	
CHARGE RN	
RN	
LPN	
Tech	

RN: Registered Nurse, LPN: Licensed Practical Nurse, Tech: Dialysis Technician
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