



To: **National Quality Board**

For meeting on: 17 February 2016

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Report for:

Decision	Discussion	Information
X	X	

TITLE: Refresh of NQB Guidance: *How to ensure the right staff, with the right skills are in the right place at the right time.*

Summary:

The national Safe Sustainable Staffing Guidance programme is due to release refreshed and updated NQB safe staffing guidance for the system, by March 2016. The focus of the refreshed NQB safe staffing guidance is to ensure that it will support NHS decision makers to improve efficiency while also delivering the best possible quality within available resources; the updated guidance includes messages on safely and sustainably managing staff and gaps in staff availability, and emphasises the importance of consideration of the multi-disciplinary team in staffing decisions, and ensuring we maximise the benefits of the wider workforce.

Recommendations / Action(s) requested:

NQB members are asked to:

- a) Note the changes that have been made in updating and refreshing the guidance.
- b) Provide feedback on further changes and requests for amendments prior to launch.
- c) Confirm approval to proceed to prepare document for release in March 2016.

ALB Involvement in development and sign-off of paper:

X	X	X	X	X		X

ADDENDUM

Supporting NHS providers to deliver the right staff, with the right skills, in the right place at the right time - safe, sustainable and productive staffing was published by the National Quality Board in July 2016. To access this, please click on the following [link](#).