



NATIONAL QUALITY BOARD

For meeting on: 06 September 2017

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Paper for:

Decision	Discussion	Information
X	X	

DEVELOPEMET AND RELEASE OF SAFE, SUSTAINABLE AND PRODUCTIVE STAFFING IMPROVEMENT RESOURCES

SUMMARY

This paper sets out:

- 1) Background to the Safe, Sustainable and Productive Staffing Improvement Resources;
- 2) NQB Safe Staffing Steering Group-approved processes for stakeholder engagement and publication; and
- 3) Key feedback received on improvement resources 1 to 4 and response to the feedback.

PURPOSE

The NQB is asked to:

- 1) **Note** that the improvement resources have been developed under processes approved by the NQB Safe Staffing Steering Group (Appendices 1 & 2) and note the publication timetable (Appendix 3);
- 2) **Note** the key feedback from the engagement processes and how this was taken into consideration in development of the improvement resources 1 to 4 (this is outlined in Paper 3);
- 3) **Comment** on the working draft improvement resources 1 to 4 (attached in a separate pack); and



- 4) **Agree** to approve via correspondence the final draft improvement resources 1 to 4 for publication.

ALB Involvement in development and sign-off of paper:

			
X		X	X
			
	X		X



DEVELOPEMET AND RELEASE OF SAFE, SUSTAINABLE AND PRODUCTIVE STAFFING IMPROVEMENT RESOURCES

1. Background to the Safe, Sustainable and Productive Staffing Improvement Resources

NHS Improvement was commissioned by NHS England to develop and deliver a 'Safe Sustainable Staffing Guidance' programme.

NHS Improvement completed Phase 1 of the programme in July 2016, with publication of the NQB Safe Sustainable Productive Staffing, an updated NQB safe staffing improvement resource: <https://www.england.nhs.uk/wp-content/uploads/2013/04/nqb-guidance.pdf>.

The updated NQB safe staffing improvement resource provides the context and background template for the approach taken in developing individual setting-specific safe, sustainable and productive staffing improvement resources (referred to here as improvement resources), in Phase 2, for the following care settings:

Resource ID	Resource
1	Adult inpatient wards in acute hospitals
2	Learning disability services
3	Mental health
4	District nursing service
5	Children's and young people's services
6	Urgent and emergency care
7	Maternity services
8	Neonatal care (originally to be part of children's service resource)

Improvement resources 1 to 4 are the focus of this NQB item.



The overall aims and objectives of the setting-specific improvement resources are to:

- I. Bring all existing safe staffing improvement resources into 'one place';
- II. Provide improvement resources for NHS service providers, commissioners, frontline clinical leaders, team and ward managers, to support local decision making on safe staffing;
- III. Build on the work undertaken by NICE on safe nurse and midwifery staffing guidelines, and add to this existing guidance; and
- IV. Develop recommendations for the measurement and improvement of safe, sustainable and productive staffing in a range of care settings.

The improvement resources are at different stages of development. Previously improvement resources 1, 2, 3 and 4 were forecast to complete the entire publication process (see Appendix 2) for the 06 September 2017 NQB Board meeting. This has been impacted by the recent purdah.

2. NQB Safe Staffing Steering Group-approved processes for stakeholder engagement and publication

The development of the improvement resources was overseen by the NQB Safe Staffing Steering Group, jointly Chaired by Jane Cummings and Ruth May. The engagement process (see Appendix 1) was approved by the NQB Safe Staffing Steering Group on 16th December 2016. The publication process (see Appendix 2) was approved by the NQB Safe Staffing Steering Group on 23rd February 2017. Both processes specifically incorporate independent review, such as from Sir Robert Francis QC. Each improvement resource is broadly completing these processes, although on occasions approvals may be requested simultaneously rather than sequentially.

The publication timetable is shown at Appendix 3.



3. Key feedback received on improvement resources and response to the feedback

Following stakeholder engagement on each resource, documents were produced summarising the feedback received and response to the feedback. Each document is approved by the Chair of the working group, professional lead for each workstream and manager of the programme and the Director of Nursing – Improvement. Each feedback document typically:

- includes the number of responses received;
- categorises who submitted feedback;
- broadly categorises key feedback with examples; and
- describes how, where appropriate, the feedback has been incorporated into the resources.

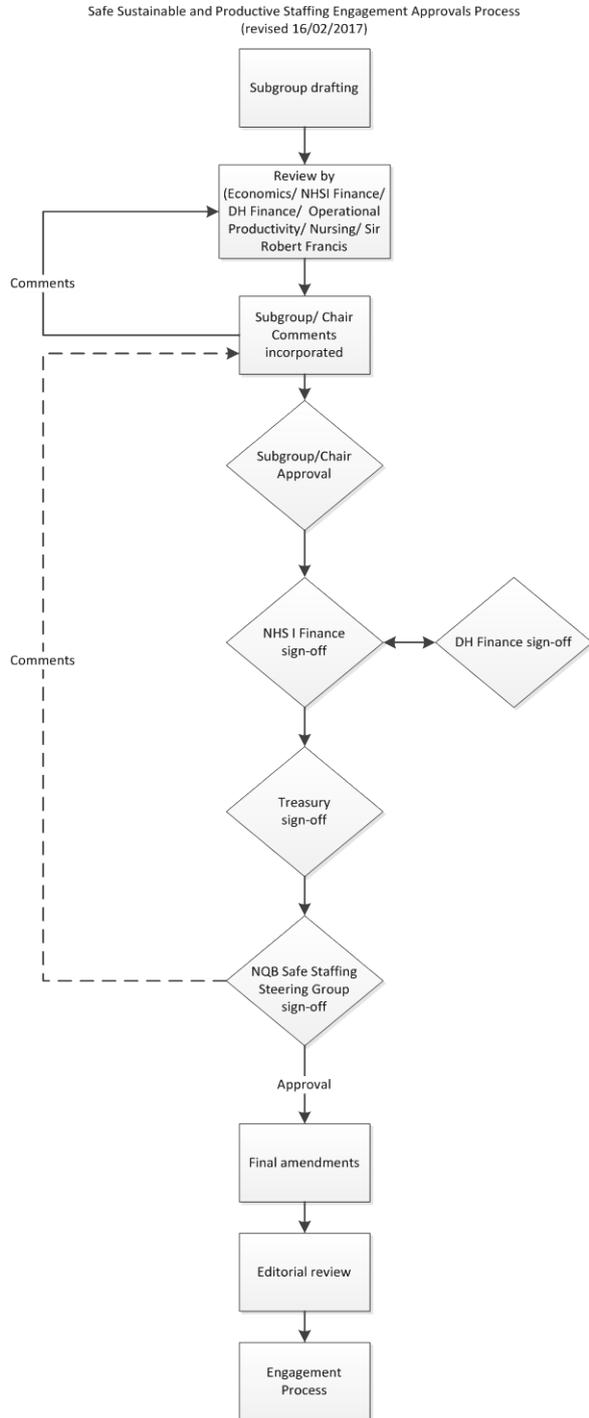
The scope of the resources and the evidenced based approach is considered when deciding if feedback should be incorporated into the improvement resources.

A high-level summary of the key feedback received on improvement resources 1 to 4 and response to the feedback is included at Paper 3.

The current working draft improvement resources 1 to 4 are attached separately for review and comment. Each improvement resource will include appendices which will be circulated with the final draft improvement resources for NQB approval via correspondence prior to publication.



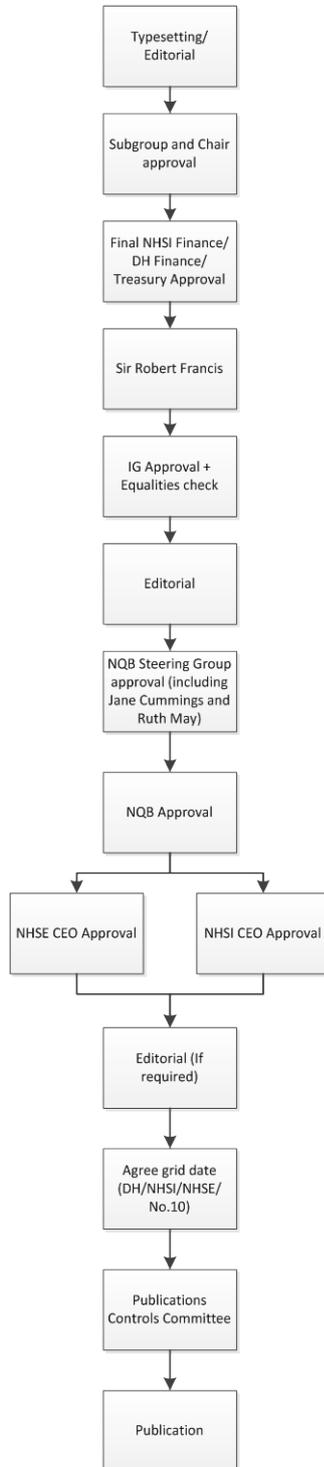
APPENDIX 1: Engagement process





APPENDIX 2: Publication process

Reviewed and approved 23/02/2016 by the NQB Safe Staffing Steering Group





APPENDIX 3: Publication timetable

ID	Resource	Publication Target
1	Adult inpatient wards in acute hospitals	Autumn 2017
2	Learning disability services	Autumn 2017
3	Mental health	Autumn 2017
4	District nursing service	Autumn 2017
5	Children's and young people's services	Winter 2017
6	Urgent and emergency care	Winter 2017
7	Maternity services	Winter 2017
8	Neonatal care	Winter 2017