

Exemplary Practice: Work Unit Description (example)

WORK UNIT TITLE: Ward XXX

LOCATION/DIVISION: Hospital, Division of Surgery

TYPE OF CLINICAL UNIT: General Surgical, Burns, MRSA

NUMBER OF BEDS / CLIENT ACTIVITY:

Ward XXX is a 24-bed inpatient facility that occasionally contains overflow beds, increasing availability to 30 beds. The ward has up to 6 beds allocated for the management of clients with MRSA. One bed is allocated as a 'burns' bed.

- Daily bed average. _____
- Staff /Client ratio: _____

DESCRIPTION OF ACTIVITY INFLUENCING WORK UNIT/TYPE OF CLIENTS (eg. work unit & divisional summary).

Ward XXX accommodates the surgical specialities of burns, urology, general surgery, etc. The ward is on call every day for emergency surgery cases. Elective surgery is done 5 days per week. On average 40 percent of the inpatients are admitted via the emergency department and the remaining are those undergoing elective surgery. Patients undergoing elective surgery attend a pre-admission clinic, and about 40% of all elective surgery patients are admitted to the ward on the day of surgery.

STAFFING NUMBERS:

- EN: 10 FTE
- RN: 25 FTE (including 6 new graduates)
- RN3: 4 FTE
- Educators: 0.5 FTE

Clinical Nurse Specialist support staff e.g.

- Divisional Wound Care Specialist Nurse.
- Burns Nurse Specialist
- Pain Management Nurse.

ONGOING QUALITY IMPROVEMENT PROJECTS ACTIVITIES

- Risk assessment for falls.
- Back care prevention program.

RESOURCE PEOPLE WITHIN THE UNIT (not additional staff)

The unit has the following identified resource personnel.

- Quality.
- Resuscitation.
- Rostering etc.

Clinical Nurse Manager (CNM): _____

Signature: _____ Date: ___/___/___

Developed By: _____ Effective: 13/03/2009

Office of the Principal Nursing Advisor _____ Review Date: 13/03/2012