

STAFFING PLAN

All units : Willow Springs Center 2016

REQUIREMENTS	PLAN
1. Number and Mix of Staff	<ul style="list-style-type: none"> • Nursing Staff Include: <ul style="list-style-type: none"> ○ CNO ○ RN House Supervisors ○ Unit specific RN Specialists ○ Infection Control/Employee Health ○ Registered Nurses (Charge and Medication) • Non Licensed staff: <ul style="list-style-type: none"> ○ Mental Health Technician (MHT) Unit Coordinators ○ MHT Lead Techs ○ MHTs
2. Classification of licensed nurses required in each unit	<ul style="list-style-type: none"> • Registered Nurses Shift 1 and 2 at minimum core staffing. <ul style="list-style-type: none"> ○ 2 on DBT Unit ○ 2 on CBT Adolescent Unit ○ 1 on CBT Children's Unit • Registered Nurses Shift at minimum core staffing. <ul style="list-style-type: none"> ○ 1 on DBT Unit ○ 1 on CBT Adolescent Unit ○ 1 on CBT Children's Unit
3. Types of patients who are treated in each unit – including type of care required	<ul style="list-style-type: none"> • Adolescent and Children ages 5 to 17 with Axis 1 mental health Dx <ul style="list-style-type: none"> ○ Dialectical Behavioral Therapy unit (DBT) ○ Cognitive Behavioral Therapy (CBT) ○ Cognitive Behavioral Therapy Children's unit
4. Activities of each unit – including admissions, discharges, transfers	<ul style="list-style-type: none"> • Preauthorized sub-acute admissions from community and/or transfers from acute psychiatric facilities for lower level of care. • Walk up emergency care not provided at this facility. • Transfers to other facilities when higher level of care is warranted. (Acute Medical care or Acute Psychiatric care. • Discharges to Home • Active treatment in form of Coaching/Coping Skills groups on all units: <ul style="list-style-type: none"> ○ CBT ○ DBT ○ ADLs ○ Individual and Group Tx (LCSWs & MFT) ○ Alcohol and Drug Education and Counseling • Psychiatric/medical medication Tx (administration, monitoring and management)
Size and geography of each unit	<ul style="list-style-type: none"> • Total 116 Inpatient Residential Treatment Beds • 62 beds On DBT unit located in the two south wings • 40 beds on adolescent CBT unit located on the two north wings • 14 beds on the CBT children's unit located on the west wing. • Centrally located nursing station on all units
6. Description of any specialized	<ul style="list-style-type: none"> • Pulse Oximeters • CPAP

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equipment and technology available for each unit	<ul style="list-style-type: none"> • BP Machines. • O2 Cylinders (emergency use only)
7. Any foreseeable changes in size or function of the unit?	<ul style="list-style-type: none"> • 2016 moving DBT program back to its original location of 40 beds and the adolescent CBT will return to the 62 bed unit (Proposed move 1-2016) • No addition to total number of beds in facility planned.
8. Flexibility	<ul style="list-style-type: none"> • In the event of situations negatively impacting adequate staffing (i.e., m, significant change in acuity/number of patients, if a RN is absent or refuses a work assignment, or circumstances where a significant number of patients are diverted from another facility), the following staffing options may be pursued: <ul style="list-style-type: none"> ○ Call current Staff not currently scheduled to come in ○ Utilization of House supervisors in the direct care role. ○ Utilization of licensed administrative staff in direct care role. ○ Exercise mandatory overtime per policy. ○ Floating – internal (from the other units) ○ Assign extend or extra shifts – voluntary including use of overtime ○ Supplement with support staff from sister facility (West Hills Hospital). ○ In event of evacuation related to environmental event standing MOU with West Hills Hospital to accept patients until able to return.