

COVER PAGE

The following is the comprehensive hospital staffing
plan for Prosser Memorial Health submitted to
the Washington State Department of Health in
accordance with [Revised Code of Washington](#)
[70.41.420](#) for the year 2025 .

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Hospital Staffing Form

Attestation

Date: 1/24/20

I, the undersigned with responsibility for Prosser Memorial Health attest that the attached hospital staffing plan and matrix are in accordance with RCW 70.41.420 for 2025 , and includes all units covered under our hospital license under RCW 70.41.

As approved by: Craig J. Marks, CEO

Hospital Information

Name of Hospital: Prosser Memorial Health		
Hospital License #: HAC.FS.00000046		
Hospital Street Address: 200 Prosser Health Drive		
City/Town: Prosser	State: WA	Zip code: 99350
Is this hospital license affiliated with more than one location?		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If "Yes" was selected, please provide the location name and address		PMH Endoscopy, 723 Memorial, Prosser WA 99350; Prosser Specialty Clinic, 820 Memorial, Prosser WA 99350; Prosser Occupational Medicine 723 Memorial, Prosser, WA 99350; Prosser Therapy and Rehab, 326 Chardonay, Prosser WA 99350; Prosser Family & Women's Health, 336 Chardonay Aven Suite A & B, Prosser WA 99350; Benton City Clinic, Dermatology Clinic 701 Dale Ave, Benton City WA 99320; Grandview Clinic, 1003 Wallace Way, Grandview WA 98930;
Review Type:	<input checked="" type="checkbox"/> Annual	Review Date: 1/24/25
	<input type="checkbox"/> Update	Next Review Date: 1/1/26
Effective Date: 2/1/25		
Date Approved: 1/24/25		

Factors Considered in the Development of the Hospital Staffing Plan (check all that apply):

- ☒ Staffing guidelines adopted or published by national nursing professional associations, specialty nursing organizations, and other health professional organizations

Description:

Staffing guidelines reflect national professional nursing associations including Emergency Nurse Association (ENA); Association of Women's Health, Obstetric and Neonatal Nurses (AWHONN); Association of Perioperative Registered Nurses (AORN); American Society of Peri-Anesthesia Nurses (ASPN), Society of Gastroenterology Nurses and Associates (SGNA), American Association of Nurse Anesthesiology (AANA); Academy of Medical Surgical nurses (AMSN)

- ☒ Terms of applicable collective bargaining agreement

Description:

We have two collective bargaining agreements for staff providing patient care. SEIU Healthcare 1199NW for Nurses and AFSCME local 874-H for non-nurses. Both units were actively involved in the development of the staffing plan and participate on the Hospital Staffing Committee.

- ☒ Relevant state and federal laws and rules including those regarding meal and rest breaks and use of overtime and on-call shifts

Description:

The staffing plan supports all relevant state and federal laws including those regarding meal and rest periods and use of overtime and on-call shifts. The Hospital maintains accountability and transparency by reporting compliance at the Hospital Staffing Committee.

- ☒ Hospital finances and resources

Description:

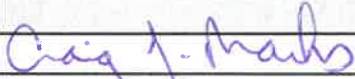

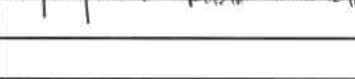
1. Staffing expense and utilization is reviewed monthly and shared with all employees across the organization.
2. Wages are reviewed annually to ensure they reflect market changes.
3. Education dollars are available to any employee wanting to improve their knowledge and skills.

- ☒ Other

Description:

Other factors considered include Patient Satisfaction surveys, Employee satisfaction (assessed in congregate and by department); turn over, utilization of travelers, and patient falls, and employee injuries because of patient handling activities.

Signature

CEO & Co-chairs Name:	Signature:	Date:
Craig J. Marks, CEO		1/24/25
Merry Fuller, CNO Co Chair		1/24/25
Maryann Hildebrant, RN Co Chair		1/24/25

Total Votes	
# of Approvals	# of Denials
16	0

Access unit staffing matrices here.

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Fixed Staffing Matrix

Minimum means the minimum number of RNs, LPNs, CNAs, and UAPs per shift based on the average needs of the unit such as patient acuity, staff skill level, and patient care activities. If a unit does not utilize certain staff for that shift please put "0", do not leave it blank.

Unit/ Clinic Name:	Emergency Services					
Unit/ Clinic Type:	Emergency Services					
Unit/ Clinic Address:	200 Prosser Health Drive, Prosser, WA 99350					
Effective as of:	2/1/2025					
Hours of the day						
Hour of the day	Day of the week	Anticipated # of Visits	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
700	Sunday	1.00	2.00	0.00	1.00	0.00
	Monday	1.00	2.00	0.00	1.00	0.00
	Tuesday	1.00	2.00	0.00	1.00	0.00
	Wednesday	1.00	2.00	0.00	1.00	0.00
	Thursday	1.00	2.00	0.00	1.00	0.00
	Friday	1.00	2.00	0.00	1.00	0.00
	Saturday	1.00	2.00	0.00	1.00	0.00
800	Sunday	2.00	2.00	0.00	1.00	0.00
	Monday	2.00	2.00	0.00	1.00	0.00
	Tuesday	2.00	2.00	0.00	1.00	0.00
	Wednesday	2.00	2.00	0.00	1.00	0.00
	Thursday	2.00	2.00	0.00	1.00	0.00
	Friday	2.00	2.00	0.00	1.00	0.00
	Saturday	2.00	2.00	0.00	1.00	0.00
900	Sunday	2.00	2.00	0.00	1.00	0.00
	Monday	2.00	2.00	0.00	1.00	0.00

	Tuesday	2.00	2.00	0.00	1.00	0.00
	Wednesday	2.00	2.00	0.00	1.00	0.00
	Thursday	2.00	2.00	0.00	1.00	0.00
	Friday	2.00	2.00	0.00	1.00	0.00
	Saturday	2.00	2.00	0.00	1.00	0.00
1000	Sunday	3.00	3.00	0.00	1.00	0.00
	Monday	4.00	3.00	0.00	1.00	0.00
	Tuesday	3.00	3.00	0.00	1.00	0.00
	Wednesday	3.00	3.00	0.00	1.00	0.00
	Thursday	3.00	3.00	0.00	1.00	0.00
	Friday	3.00	3.00	0.00	1.00	0.00
	Saturday	3.00	3.00	0.00	1.00	0.00
1100	Sunday	3.00	3.00	0.00	1.00	0.00
	Monday	4.00	3.00	0.00	1.00	0.00
	Tuesday	3.00	3.00	0.00	1.00	0.00
	Wednesday	3.00	3.00	0.00	1.00	0.00
	Thursday	3.00	3.00	0.00	1.00	0.00
	Friday	3.00	3.00	0.00	1.00	0.00
	Saturday	3.00	3.00	0.00	1.00	0.00
1200	Sunday	4.00	3.00	0.00	0.00	1.00
	Monday	5.00	3.00	0.00	0.00	1.00
	Tuesday	4.00	3.00	0.00	0.00	1.00
	Wednesday	4.00	3.00	0.00	0.00	1.00
	Thursday	4.00	3.00	0.00	0.00	1.00
	Friday	4.00	3.00	0.00	0.00	1.00
	Saturday	4.00	3.00	0.00	0.00	1.00
1300	Sunday	3.00	3.00	0.00	0.00	1.00
	Monday	4.00	3.00	0.00	0.00	1.00
	Tuesday	3.00	3.00	0.00	0.00	1.00
	Wednesday	3.00	3.00	0.00	0.00	1.00
	Thursday	3.00	3.00	0.00	0.00	1.00
	Friday	3.00	3.00	0.00	0.00	1.00
	Saturday	3.00	3.00	0.00	0.00	1.00
1400	Sunday	3.00	3.00	0.00	0.00	1.00
	Monday	3.00	3.00	0.00	0.00	1.00
	Tuesday	4.00	3.00	0.00	0.00	1.00
	Wednesday	3.00	3.00	0.00	0.00	1.00
	Thursday	3.00	3.00	0.00	0.00	1.00
	Friday	3.00	3.00	0.00	0.00	1.00

	Saturday	3.00	3.00	0.00	0.00	1.00
1500	Sunday	2.00	3.00			1.00
	Monday	3.00	3.00			1.00
	Tuesday	2.00	3.00			1.00
	Wednesday	2.00	3.00			1.00
	Thursday	2.00	3.00			1.00
	Friday	2.00	3.00			1.00
	Saturday	2.00	3.00			1.00
1600	Sunday	4.00	3.00	0.00	0.00	1.00
	Monday	4.00	3.00	0.00	0.00	1.00
	Tuesday	4.00	3.00	0.00	0.00	1.00
	Wednesday	4.00	3.00	0.00	0.00	1.00
	Thursday	4.00	3.00	0.00	0.00	1.00
	Friday	4.00	3.00	0.00	0.00	1.00
	Saturday	4.00	3.00	0.00	0.00	1.00
1700	Sunday	3.00	3.00	0.00	0.00	1.00
	Monday	4.00	3.00	0.00	0.00	1.00
	Tuesday	3.00	3.00	0.00	0.00	1.00
	Wednesday	3.00	3.00	0.00	0.00	1.00
	Thursday	3.00	3.00	0.00	0.00	1.00
	Friday	3.00	3.00	0.00	0.00	1.00
	Saturday	3.00	3.00	0.00	0.00	1.00
1800	Sunday	4.00	3.00	0.00	0.00	1.00
	Monday	5.00	3.00	0.00	0.00	1.00
	Tuesday	4.00	3.00	0.00	0.00	1.00
	Wednesday	4.00	3.00	0.00	0.00	1.00
	Thursday	4.00	3.00	0.00	0.00	1.00
	Friday	4.00	3.00	0.00	0.00	1.00
	Saturday	4.00	3.00	0.00	0.00	1.00
1900	Sunday	4.00	3.00	0.00	0.00	1.00
	Monday	5.00	3.00	0.00	0.00	1.00
	Tuesday	4.00	3.00	0.00	0.00	1.00
	Wednesday	4.00	3.00	0.00	0.00	1.00
	Thursday	4.00	3.00	0.00	0.00	1.00
	Friday	4.00	3.00	0.00	0.00	1.00
	Saturday	4.00	3.00	0.00	0.00	1.00
2000	Sunday	4.00	3.00	0.00	0.00	1.00
	Monday	5.00	3.00	0.00	0.00	1.00

	Tuesday	4.00	3.00	0.00	0.00	1.00
	Wednesday	4.00	3.00	0.00	0.00	1.00
	Thursday	4.00	3.00	0.00	0.00	1.00
	Friday	4.00	3.00	0.00	0.00	1.00
	Saturday	4.00	3.00	0.00	0.00	1.00
2100	Sunday	3.00	3.00	0.00	0.00	1.00
	Monday	3.00	3.00	0.00	0.00	1.00
	Tuesday	3.00	3.00	0.00	0.00	1.00
	Wednesday	3.00	3.00	0.00	0.00	1.00
	Thursday	3.00	3.00	0.00	0.00	1.00
	Friday	3.00	3.00	0.00	0.00	1.00
	Saturday	3.00	3.00	0.00	0.00	1.00
2200	Sunday	2.00	2.00	0.00	0.00	1.00
	Monday	2.00	2.00	0.00	0.00	1.00
	Tuesday	2.00	2.00	0.00	0.00	1.00
	Wednesday	2.00	2.00	0.00	0.00	1.00
	Thursday	2.00	2.00	0.00	0.00	1.00
	Friday	2.00	2.00	0.00	0.00	1.00
	Saturday	2.00	2.00	0.00	0.00	1.00
2300	Sunday	2.00	2.00	0.00	0.00	1.00
	Monday	2.00	2.00	0.00	0.00	1.00
	Tuesday	2.00	2.00	0.00	0.00	1.00
	Wednesday	2.00	2.00	0.00	0.00	1.00
	Thursday	2.00	2.00	0.00	0.00	1.00
	Friday	2.00	2.00	0.00	0.00	1.00
	Saturday	2.00	2.00	0.00	0.00	1.00
0.000	Sunday	1.00	2.00	0.00	0.00	1.00
	Monday	1.00	2.00	0.00	0.00	1.00
	Tuesday	1.00	2.00	0.00	0.00	1.00
	Wednesday	1.00	2.00	0.00	0.00	1.00
	Thursday	1.00	2.00	0.00	0.00	1.00
	Friday	1.00	2.00	0.00	0.00	1.00
	Saturday	1.00	2.00	0.00	0.00	1.00
100	Sunday	0.00	2.00	0.00	0.00	1.00
	Monday	0.00	2.00	0.00	0.00	1.00
	Tuesday	0.00	2.00	0.00	0.00	1.00
	Wednesday	0.00	2.00	0.00	0.00	1.00
	Thursday	0.00	2.00	0.00	0.00	1.00
	Friday	0.00	2.00	0.00	0.00	1.00

	Saturday	0.00	2.00	0.00	0.00	1.00
200	Sunday	0.00	2.00	0.00	0.00	1.00
	Monday	0.00	2.00	0.00	0.00	1.00
	Tuesday	0.00	2.00	0.00	0.00	1.00
	Wednesday	0.00	2.00	0.00	0.00	1.00
	Thursday	0.00	2.00	0.00	0.00	1.00
	Friday	0.00	2.00	0.00	0.00	1.00
	Saturday	0.00	2.00	0.00	0.00	1.00
300	Sunday	0.00	2.00	0.00	0.00	1.00
	Monday	0.00	2.00	0.00	0.00	1.00
	Tuesday	0.00	2.00	0.00	0.00	1.00
	Wednesday	0.00	2.00	0.00	0.00	1.00
	Thursday	0.00	2.00	0.00	0.00	1.00
	Friday	0.00	2.00	0.00	0.00	1.00
	Saturday	0.00	2.00	0.00	0.00	1.00
400	Sunday	0.00	2.00	0.00	0.00	1.00
	Monday	0.00	2.00	0.00	0.00	1.00
	Tuesday	0.00	2.00	0.00	0.00	1.00
	Wednesday	0.00	2.00	0.00	0.00	1.00
	Thursday	0.00	2.00	0.00	0.00	1.00
	Friday	0.00	2.00	0.00	0.00	1.00
	Saturday	0.00	2.00	0.00	0.00	1.00
500	Sunday	0.00	2.00	0.00	0.00	1.00
	Monday	0.00	2.00	0.00	0.00	1.00
	Tuesday	0.00	2.00	0.00	0.00	1.00
	Wednesday	0.00	2.00	0.00	0.00	1.00
	Thursday	0.00	2.00	0.00	0.00	1.00
	Friday	0.00	2.00	0.00	0.00	1.00
	Saturday	0.00	2.00	0.00	0.00	1.00
600	Sunday	0.00	2.00	0.00	0.00	1.00
	Monday	0.00	2.00	0.00	0.00	1.00
	Tuesday	0.00	2.00	0.00	0.00	1.00
	Wednesday	0.00	2.00	0.00	0.00	1.00
	Thursday	0.00	2.00	0.00	0.00	1.00
	Friday	0.00	2.00	0.00	0.00	1.00
	Saturday	0.00	2.00	0.00	0.00	1.00



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Unit Information

Additional Care Team Members

Shift Coverage

Occupation

Day

Evening

Night

Weekend

MD/DO

1

1

1

1

EMT/Paramedic

As needed

As needed

As needed

As needed

House Supervisor

1

1

1

1

Resource RN

As needed

As needed

As needed

As needed

Float Staff

As needed

As needed

As needed

As needed

Tele Neuro/Stroke

As needed

As needed

As needed

As needed

Tele Psych

As needed

As needed

As needed

As needed

Sitters

As needed

As needed

As needed

As needed

EPICC Vascular

As needed

As needed

As needed

As needed

Code Team

As needed

As needed

As needed

As needed

Social Services

As needed

As needed

As needed

As needed

Case Management

As needed

As needed

As needed

As needed

Crisis Chaplain

As needed

On Demand

On Demand

On Demand

Unit Information																	
<p align="center">Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):</p>																	
<input checked="" type="checkbox"/>	Activity such as patient admissions, discharges, and transfers																
<ul style="list-style-type: none"> • Patient admissions, discharges, transfers, Left Without Being Seen (LWBS), and code activations are reviewed monthly. Review includes an assessment of staffing to see if staffing levels were adequate for the demand. • Census is reviewed by hour of the day on a routine basis and staffing schedules are adjusted in response to identified trends. 																	
<input checked="" type="checkbox"/>	Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift																
<ul style="list-style-type: none"> • (See comments above). • In addition to the reviews previously noted, the impact of boarded patients, mental health holds, transfer delays, isolation patients, and patient requiring 1:1 observation due to a risk of intended or unintended self-harm (i.e. Dementia or suicidal ideation) are reviewed to ensure staffing was appropriately addressed for these patient safety needs. • The ED responds to all Cardiac or Respiratory Arrest Codes, regardless of the location within the facility. A Code Team/Rapid Response Team is designated for each shift and includes the following: ED Provider, ED RN, House Supervisor, AC RN, FBP RN, A C Tech; Respiratory Therapist (RT). Lab, and Diagnostic Imaging (DI). Social Services and Chaplain support can be activated if needed. • 																	

<input checked="" type="checkbox"/>	Skill mix																		
<ul style="list-style-type: none"> • Primary staffing in the ED is provided by ED trained RN's and ED Techs (MA or CNA). • Supplemental staffing is provided by support staff with appropriate orientation and competency assessment. • Staffing and patient safety is supplemented with the following: EMT, Paramedics, Respiratory Therapists, Security, Resource Nurses, Floating Staff (RNs/Techs), and non-licensed sitters. • The House Supervisors and Resource Nurses aid with transfers, admissions, case management/utilization review, boarding patients, and identifying additional staff as needed. • Additional providers (MD/DO or APC) may be called in needed. 																			
<input checked="" type="checkbox"/>	Level of experience of nursing and patient care staff																		
<ul style="list-style-type: none"> • The staffing matrix reflects RNs who can function independently a primary ED nurses. • Additional staff (RNs or MA/CNAs) with appropriate orientation may float (or be scheduled) in the department to provide supplemental support due to high census or acuity. 																			
<input checked="" type="checkbox"/>	Need for specialized or intensive equipment																		
<ul style="list-style-type: none"> • Specialized or intensive equipment is housed in the ED and includes, but not limited to the following: Cardiac monitors, EKG machine, Ultrasound, Adult and Pediatric Crash Carts, Rapid Infuser, Warming and Cooling equipment, and Tracheostomy Kit. 																			

<input checked="" type="checkbox"/>	Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment	
	<ul style="list-style-type: none">As of 2/1/25 the ED will have one (1) five (5) fast track rooms; two (2) trauma bays; one (1) non-ligature room; two (2) isolation rooms; one (1) bariatric room; and six (6) Standard ED rooms.Diagnostic Imaging and Surgical Services are adjacent to the ED.There is a separate Ambulance Entrance that has access to the Heliport.Care giver stations are readily available throughout the unit to provide easy access to patient rooms and supply rooms.Equipment alcoves and supply rooms are strategically placed on the unit.Clean supply and linen are strategically placed on the unit.Each room has a "Nurse Server" to ensure remote access to items in a clean cabinet accessible within the patient room.Trash and dirty linen receptacles are available in each room.	
<input type="checkbox"/>	Other	



Patient Volume-based Staffing Matrix Formula Template

[illegible]

[illegible]



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Unit Information

Additional Care Team Members

Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Float RN/CNA/MA	As needed	As needed	As needed	As needed
Resource RN	1	1		1
Respiratory Therapist	1	1	1	1
MD/DO	1	1	1	1
Sitter	As needed	As needed	As needed	As needed
US/Telemetry Tech	1	1	1	1
EPICC Vascular	As needed	As needed	As needed	As needed
House Supervisor	1	1	1	1
Physical Therapist	1	0	0	0
Occupational Therapist	1	0	0	0
Speech Therapist	1	0	0	0
Dietician	1	0	0	0
Telepsychiatry	On Demand	On Demand	On Demand	On Demand
Tele Neurology	On Demand	On Demand	On Demand	On Demand
Wound Care RN	As needed	As needed	As needed	As needed
Social Services	1	As needed	As needed	As needed
Case Management	1	As needed	As needed	As needed

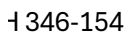
Unit Information
Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):
<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <input checked="" type="checkbox"/> Activity such as patient admissions, discharges, and transfers </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <input checked="" type="checkbox"/> Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift </div>

- Access to ICU/Critical Care Beds has been a growing challenge across the state. This has frequently delayed transfers to a more appropriate care setting in both the ED and Inpatient setting. It is common for patients to be transferred across the state or another state to receive care.
- Patients needing extending ICU care, intensivists, or interventions not available at our facility will continue to be transferred.
- Patients needing a shorter ICU/Critical Care support (24-72 hours) will be good candidates for our facility if we have the capacity and ability to meet their needs. This will prevent filling a regional ICU bed if we are able to provide care and keep care local for patients preferring not being sent out of the area.

- WAC 266-320-261 Critical or Intensive Care Services was used to inform our staffing ratios.
- Guidelines for High Acuity Staffing, 1:1 nurse ratio: Continuous cardiopulmonary monitoring, assessment, and interventions every 5 minutes required. Ventilated Patients.
- Guidelines for Moderate Acuity Staffing, 1:2 nurse ratio: Frequent cardiopulmonary monitoring, assessment, and interventions required (every 1-2 hours).
- The on-shift House Supervisor may provide additional resources based on an individual patient's needs which may include, but not limited to nursing support, tech support, or sitters.

[illegible]

<input checked="" type="checkbox"/>	Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment	
	<ul style="list-style-type: none"> • All rooms are single occupancy and provide sleeping accommodations for one support person (> Years old) to support the patient 24/7. • All rooms have private bathrooms, large windows, and large televisions. • There is both adjacent outdoor courtyard and an indoor lounge for patients and families to enjoy when able. • A locked medication room with medication preparation areas is conveniently located. • Care giver stations are readily available throughout the unit to provide easy access to patient rooms and supply rooms. • Equipment alcoves and supply rooms are strategically placed on the unit. • Clean supply and linen are strategically placed on the unit. • Each room has a "Nurse Server" to ensure remote access to items in a clean cabinet accessible within the patient room. 	
<input type="checkbox"/>	Other	



Patient Volume-based Staffing Matrix Formula Template

[illegible]

[illegible]

[illegible]

[illegible]

[illegible]

[illegible]

[illegible]



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Unit Information

Additional Care Team Members

Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Float RN/CAN/MA	As needed	As needed	As needed	As needed
Resource RN	1	1		1
Respiratory Therapist	1	1	1	1
MD/DO	1	1	1	1
Sitter	As needed	As needed	As needed	As needed
US/Telemetry Tech	1	1	1	1
EPICC Vascular	As needed	As needed	As needed	As needed
House Supervisor	1	1	1	1
Physical Therapist	1	0	0	0
Occupational Therapist	1	0	0	0
Speech Therapist	1	0	0	0
Dietician	1	0	0	0
Telepsychiatry	On Demand	On Demand	On Demand	On Demand
Tele Neurology	On Demand	On Demand	On Demand	On Demand
Wound Care RN	As needed	As needed	As needed	As needed
Social Services	1	As needed	As needed	As needed
Case Management	1	As needed	As needed	As needed

Unit Information																			
<p align="center">Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):</p>																			
<input checked="" type="checkbox"/>	Activity such as patient admissions, discharges, and transfers																		
<p>Matrices are guidelines for shift to shift staffing. Staffing is assessed and modified throughout both shifts to insure adequate staffing ratios and are adjusted up and down based on patient acuity and skill mix.</p>																			
<input checked="" type="checkbox"/>	Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift																		
<p>Critical Care Unit is adjacent to the Acute Care Department, allowing staff to seamlessly go back and forth to adjust patient care needs. Day shift RN to patient ratios max at 1:5 and night shift 1:6. RN's assigned to Critical Care and Postpartum Couplets placed in Acute Care beds will have their assignment modified to reflect the staff guidelines of either Critical Care or Family Birthplace. Other factors that may impact RN to patient ratios would include but not limited to the following: Suicidal ideation, end of life care, fall risk, and isolation requirements.</p>																			

<input checked="" type="checkbox"/>	Skill mix														
<p>Staffing in the Acute Care Department is provided by Registered Nurses, Certified Nursing Assistants, Medical Assistants, Nurse Techs, Unit Secretary/Monitor Techs, Respiratory Therapists, Physical Therapists, Speech Therapists, Dieticians, Wound Care RN specialists, and certified PICC nurses. Staff are actively cross trained to ensure the ability to respond to spikes in census or acuity. Travel RN's are utilized to support staffing during known staffing deficits such as vacation or extended illnesses. Onsite Spanish interpreters are readily available and an on-demand video system is immediately available for any language and sign language.</p>															
<input checked="" type="checkbox"/>	Level of experience of nursing and patient care staff														
<p>No less than two (2) RNs with experience and proficiency in the Acute Care department must be in the department each shift. Onboarding and orientation of new staff is customized to experience, knowledge, and skill of the orienting RN. New graduates are routinely scheduled with seasoned RN for several rotations until they have completed their orientation and competency assessment. Additional support is readily available beyond the orientation period when needed.</p>															
<input checked="" type="checkbox"/>	Need for specialized or intensive equipment														
<p>There is one Palliative Care/Family Support room to support family involvement in end-of-life care or in special circumstances. There is one Bariatric Room which has bed and ceiling lift that can accommodate 495.5 Kg (1027 lbs). The bathroom has a bariatric toilet and no-step bariatric shower. 10 Cardiac telemetry units are available when needed. A therapy gym designed to accommodate both Physical and Occupational Therapy services is continuously adjacent to the department. There are two negative pressure rooms for airborne isolation.</p>															

<input checked="" type="checkbox"/>	Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment	
<p>All rooms are single occupancy and provide sleeping accommodations for one support person to support the patient 24/7. All rooms have private bathrooms, large windows, and large televisions. There is both adjacent courtyard and an indoor lounge for patients and families to enjoy when able. Caregiver stations are readily available throughout the unit to provide easy access to patient rooms and supply rooms. Equipment alcoves and supply rooms are strategically placed on the unit. Clean supply and linen are strategically placed on the unit. Each room has a "Nurse Server" to ensure remote access to items in a clean cabinet accessible within the patient room. Trash and dirty linen receptacles are available in each room.</p>		
<input type="checkbox"/>	Other	



Patient Volume-based Staffing Matrix Formula Template

[illegible]

[illegible]

		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
5	Day (0700-1930)	12.00	2.00	0.00	1.00	0.00	4.80	0.00	2.40	0.00	14.40
	Night (1900-0730)	12.00	2.00	0.00	1.00	0.00	4.80	0.00	2.40	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
6	Day (0700-1930)	12.00	2.00	0.00	1.00	0.00	4.00	0.00	2.00	0.00	12.00
	Night (1900-0730)	12.00	2.00	0.00	1.00	0.00	4.00	0.00	2.00	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	





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Unit Information

Additional Care Team Members

Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Float RN/CAN/MA	As needed	As needed	As needed	As needed
Resource RN	1	1		1
Respiratory Therapist	1	1	1	1
MD/DO	1	1	1	1
Anesthesia	1	1	1	1
Scrub Tech & Circulator	As needed	As needed	As needed	As needed
EPICC Vascular	As needed	As needed	As needed	As needed
House Supervisor	1	1	1	1
Interpreter	As needed	As needed	As needed	As needed
US/Telemetry	1	0	0	0
Social Services	1	As needed	As needed	As needed
Dietician	1	0	0	0
Social Services	1	As needed	As needed	As needed
Case Management	1	As needed	As needed	As needed

Unit Information																	
<p align="center">Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):</p>																	
<input checked="" type="checkbox"/>	Activity such as patient admissions, discharges, and transfers																
<ul style="list-style-type: none"> • Patient admissions, discharges, transfers, and high acuity procedures are reviewed monthly, and staffing schedules are modified based on emerging trends. • A look ahead process is in place to anticipate the number of deliveries anticipated in the following two months. Additional staffing is planned based on this assessment. • Staffing is assessed throughout each shift and adjusted as volumes and acuity change. 																	
<input checked="" type="checkbox"/>	Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift																
<ul style="list-style-type: none"> • Staffing and staffing assignments are made in compliance with the Association of Women's Health, Obstetric and Neonatal Nurses (AWHONN) Standards for Professional Nurse Staffing for Perinatal Units. These standards provide guidelines for appropriate nurse staffing based on acuity and census to support high-quality patient care and positively influence patient outcomes. • Acuity and census changes rapidly in the FBP, therefore staffing and staffing assignments are constantly being assessed and adjusted as needed. • Should an unanticipated surge in patients or acuity create an unsafe staffing situation that is unable to be quickly resolved, the chain of command is activated: House Supervisor, FBP Director (or designee), and CNO. 																	

<input checked="" type="checkbox"/>	Skill mix																		
	<ul style="list-style-type: none"> • Minimum staffing is two (2) labor trained RNs immediately available even when there are not patients on the unit. • Orientation/training is provided, and competency assessment is complete prior to staff receiving an independent staffing assignment. • An orientation to independent management of labor can take three to six months. • Staff may function independently for any phase of care for which they have completed their orientation/training while orientation to other phases of labor and delivery is ongoing. • Float staff are cross trained to postpartum couplet care. • Medical Assistants (MA) are trained as OB techs to support patient care. • Obstetrical providers include Obstetricians, Certified Nurse Midwives, Family Practice Doctors. 																		
<input checked="" type="checkbox"/>	Level of experience of nursing and patient care staff																		
	<ul style="list-style-type: none"> • No less than one (2) RNs with labor and delivery experience and proficiency caring for obstetrical patients and newborns will be readily available when even one patient is on the unit. • Onboarding and orientation of new staff is customized to the experience, knowledge, and skill of the orienting RN. • New graduates are routinely scheduled with a seasoned RN for several rotations until they have completed their orientation and competency assessment. Additional support is also readily available beyond the orientation period when needed. 																		
<input checked="" type="checkbox"/>	Need for specialized or intensive equipment																		
	<ul style="list-style-type: none"> • Each of the six (6) Labor, Delivery, Recovery & Postpartum (LDRP) room is equipped with a walk-in shower and aerated soaking tub for labor support. • There are two (2) outpatient/observation rooms for labor checks, breastfeeding education, and newborn weight and color checks . • An on-suite Operating Room provides immediate access to surgical intervention. • The unit has Two (2) rooms are negative pressure rooms for airborne precautions. • Each room is equipped with a newborn radiant warmer and all neonatal resuscitation supply. • There is a two-bay newborn nursery available for • Electronic Fetal Monitoring (EFM) is available in all care rooms. • Telemetry Fetal Monitoring is available upon request 																		

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Fixed Staffing Matrix

Minimum means the minimum number of RNs, LPNs, CNAs, and UAPs per shift based on the average needs of the unit such as patient acuity, staff skill level, and patient care activities. If a unit does not utilize certain staff for that shift please put "0", do not leave it blank.

Unit/ Clinic Name:	Surgical Services Unit					
Unit/ Clinic Type:	Surgical Services					
Unit/ Clinic Address:	200 Prosser Health Drive, Prosser, WA 99350					
Effective as of:	1/24/2025					
Room assignment						
Room assignment	Day of the week	Anticipated # of Visits	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
OR 1	Sunday	2.00	1.00	0.00	0.00	0.00
	Monday	6.00	1.00	0.00	0.00	0.00
	Tuesday	6.00	1.00	0.00	0.00	0.00
	Wednesday	6.00	1.00	0.00	0.00	0.00
	Thursday	6.00	1.00	0.00	0.00	0.00
	Friday	6.00	1.00	0.00	0.00	0.00
	Saturday	2.00	1.00	0.00	0.00	0.00
OR 2	Sunday	0.00	1.00	0.00	0.00	0.00
	Monday	6.00	1.00	0.00	0.00	0.00
	Tuesday	6.00	1.00	0.00	0.00	0.00
	Wednesday	6.00	1.00	0.00	0.00	0.00
	Thursday	6.00	1.00	0.00	0.00	0.00
	Friday	6.00	1.00	0.00	0.00	0.00
	Saturday	0.00	0.00	0.00	0.00	0.00
OR 3	Sunday	0.00	1.00	0.00	0.00	0.00
	Monday	6.00	1.00	0.00	0.00	0.00
	Tuesday	6.00	1.00	0.00	0.00	0.00
	Wednesday	6.00	1.00	0.00	0.00	0.00

	Thursday	6.00	1.00	0.00	0.00	0.00
	Friday	6.00	1.00	0.00	0.00	0.00
	Saturday	0.00	0.00	0.00	0.00	0.00
OR 4	Sunday	0.00	1.00	0.00	0.00	0.00
	Monday	6.00	1.00	0.00	0.00	0.00
	Tuesday	6.00	1.00	0.00	0.00	0.00
	Wednesday	6.00	1.00	0.00	0.00	0.00
	Thursday	6.00	1.00	0.00	0.00	0.00
	Friday	6.00	1.00	0.00	0.00	0.00
	Saturday	0.00	0.00	0.00	0.00	0.00
OR 5 (C-Section Suite)	Sunday	1.00	1.00	0.00	0.00	0.00
	Monday	1.00	1.00	0.00	0.00	0.00
	Tuesday	1.00	1.00	0.00	0.00	0.00
	Wednesday	1.00	1.00	0.00	0.00	0.00
	Thursday	1.00	1.00	0.00	0.00	0.00
	Friday	1.00	1.00	0.00	0.00	0.00
	Saturday	1.00	1.00	0.00	0.00	0.00
Procedure Room	Sunday	0.00	0.00	0.00	0.00	0.00
	Monday	14.00	2.00	0.00	0.00	0.00
	Tuesday	14.00	2.00	0.00	0.00	0.00
	Wednesday	14.00	2.00	0.00	0.00	0.00
	Thursday	14.00	2.00	0.00	0.00	0.00
	Friday	14.00	2.00	0.00	0.00	0.00
	Saturday	14.00	2.00	0.00	0.00	0.00
PACU Phase 1	Sunday	2.00	1.00	0.00	0.00	0.00
	Monday	24.00	4.00	0.00	0.00	0.00
	Tuesday	24.00	4.00	0.00	0.00	0.00
	Wednesday	24.00	4.00	0.00	0.00	0.00
	Thursday	24.00	4.00	0.00	0.00	0.00
	Friday	24.00	4.00	0.00	0.00	0.00
	Saturday	2.00	1.00	0.00	0.00	0.00

Pre/Post Phase 2	Sunday	2.00	1.00	0.00	0.00	0.00
	Monday	24.00	4.00	0.00	0.00	0.00
	Tuesday	24.00	4.00	0.00	0.00	0.00
	Wednesday	24.00	4.00	0.00	0.00	0.00
	Thursday	24.00	4.00	0.00	0.00	0.00
	Friday	24.00	4.00	0.00	0.00	0.00
	Saturday	2.00	1.00	0.00	0.00	0.00
Procedure Room	Sunday	0.00	0.00	0.00	0.00	0.00
	Monday	14.00	2.00	0.00	0.00	0.00
	Tuesday	14.00	2.00	0.00	0.00	0.00
	Wednesday	14.00	2.00	0.00	0.00	0.00
	Thursday	14.00	2.00	0.00	0.00	0.00
	Friday	14.00	2.00	0.00	0.00	0.00
	Saturday	14.00	2.00	0.00	0.00	0.00



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Unit Information

Additional Care Team Members

Shift Coverage

Occupation

Day

Evening

Night

Weekend

Scrub Tech

1 for each OR

1

1

1

Anesthesia-CRNA

1 for each room

1

1

1

Central Sterile

1

0

0

1

House Supervisor

1

1

1

1

Respiratory Therapy

As Needed

As Needed

As Needed

As Needed

Surgical Assist (RNFA, APC, MD/DO)

As Needed

As Needed

As Needed

As Needed

Surgery Scheduler

1

0

0

0

OR Lead RN

1

0

0

0

PACU Lead RN

1

0

0

0

Unit Information																			
<p align="center">Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):</p>																			
<input checked="" type="checkbox"/>	Activity such as patient admissions, discharges, and transfers																		
<ul style="list-style-type: none"> • OR suites: 1:1 RN/Patient Ratio • PACU Phase 1: 1:1 RN/Patient Ratio • Pre/Post Op Phase 2: 2:1 RN/Patient Ratio • Procedure Room: 2:1 RN/Patient Ratio • Staffing and practice standards for all phases of Surgical Services will be compliance with the staffing guidance provided by nationally recognized organizations for each phase of care provided by Surgical Services: Association of Peri -Operative Registered Nurses (AORN), American Society of Peri-Anesthesia Nurses (ASPN), Society of Gastroenterology Nurse and Associates (SGNA) and American Association of Nurse Anesthesiology (AANA) • Staffing will be modified to address increased patient acuity or specialized needs that include, but no limited to the following: 																			
<input checked="" type="checkbox"/>	Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift																		
<ul style="list-style-type: none"> • Staffing and practice standards for all phases of Surgical Services will be compliance with the staffing guidance provided by nationally recognized organizations for each phase of care provided by Surgical Services: Association of Peri -Operative Registered Nurses (AORN), American Society of Peri-Anesthesia Nurses (ASPN), Society of Gastroenterology Nurse and Associates (SGNA) and American Association of Nurse Anesthesiology (AANA) • Staffing will be modified to address increased patient acuity or specialized needs that include, but no limited to the following: pediatric patients, developmental or cognitive concerns, or intensive care level of care required. • When post-anesthesia care needs to be delivered in another care area, staffing and skill mix will comply with Surgical Services standards regardless of the location in which care is delivered. 																			

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Fixed Staffing Matrix

Minimum means the minimum number of RNs, LPNs, CNAs, and UAPs per shift based on the average needs of the unit such as patient acuity, staff skill level, and patient care activities. If a unit does not utilize certain staff for that shift please put "0", do not leave it blank.

Unit/ Clinic Name:	Digestive Health--Endoscopy Department					
Unit/ Clinic Type:	Outpatient Endoscopy Department					
Unit/ Clinic Address:	723 Memorial Street, Prosser, WA 99350					
Effective as of:	1/24/2025					
Room assignment						
Room assignment	Day of the week	Anticipated # of Visits	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
Procedure Room	Sunday	0.00	0.00	0.00	0.00	0.00
	Monday	14.00	2.00	0.00	0.00	0.00
	Tuesday	14.00	2.00	0.00	0.00	0.00
	Wednesday	14.00	2.00	0.00	0.00	0.00
	Thursday	14.00	2.00	0.00	0.00	0.00
	Friday	14.00	2.00	0.00	0.00	0.00
	Saturday	0.00	0.00	0.00	0.00	0.00
Pre/Post Procedure Room	Sunday	0.00	0.00	0.00	0.00	0.00
	Monday	14.00	2.00	0.00	0.00	0.00
	Tuesday	14.00	2.00	0.00	0.00	0.00
	Wednesday	14.00	2.00	0.00	0.00	0.00
	Thursday	14.00	2.00	0.00	0.00	0.00
	Friday	14.00	2.00	0.00	0.00	0.00
	Saturday	0.00	0.00	0.00	0.00	0.00



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Unit Information

Additional Care Team Members

Shift Coverage

Occupation

Day

Evening

Night

Weekend

GI Tech

2

0

0

0

GI RN Lead

1

0

0

0

CRNA

1

0

0

0

Housekeeping

1

1

0

0

Reception

1

0

0

0

Referral Staff

1

Unit Information																			
<p align="center">Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):</p>																			
<input checked="" type="checkbox"/>	Activity such as patient admissions, discharges, and transfers																		
<ul style="list-style-type: none"> Staffing levels are based on the volume of patients that can be accommodated by one procedure room. Staffing will be increased when additional procedure rooms are available. 																			
<input checked="" type="checkbox"/>	Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift																		
<ul style="list-style-type: none"> Special considerations for additional personnel will be determined based on complexity of procedure, acuity of expected patient population, types of anesthesia or level of sedation, and patient volumes. Staffing will be accordance with Society of Gastroenterology Nurses and Associates, Inc (AGNA) "Minimum Registered Nurse Staffing for Patient Care in the Gastroenterology Setting". And the American Society for Gastroenterology Endoscopy (ASGE) "Minimum Staff Requirements for the Performance of GI Endoscopy" Only low risk patients will receive services at this outpatient GI department. Patients with risk factors preventing care in this department will be referred for to the hospitals surgical services department for services. Patients are screened for risk factors by the Proceduralist, a GI RN and a CRNA pre-procedure. 																			

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Fixed Staffing Matrix

Minimum means the minimum number of RNs, LPNs, CNAs, and UAPs per shift based on the average needs of the unit such as patient acuity, staff skill level, and patient care activities. If a unit does not utilize certain staff for that shift please put "0", do not leave it blank.

Unit/ Clinic Name:	Wound & Infusion Services					
Unit/ Clinic Type:	Outpatient Provider Based Wound Care & Infusion Services					
Unit/ Clinic Address:	200 Prosser Health Drive, Prosser WA 99350					
Effective as of:	1/24/2025					
Day of the week						
Room assignment	Shift Type	Anticipated # of Visits	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
Sunday	Closed					
Monday	Days (0700-1500)	30.00	3.00	0.00	1.00	0.00
Tuesday	Days (0700-1500)	30.00	3.00	0.00	1.00	0.00

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Unit Information

Additional Care Team Members

Shift Coverage

Occupation

Day

Evening

Night

Weekend

MD/DO/APC

1

0

0

0

Hyperbaric Tech

1

0

0

0

Resource/Float RN

As needed

As needed

As needed

As needed

EPICC Vascular

As needed

As needed

As needed

As needed

Hyperbaric Supervising Provider

1

0

0

0

Unit Information																	
------------------	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):																	
--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--



Activity such as patient admissions, discharges, and transfers

- This is an outpatient department providing infusion services and provider-based wound care. Closed on weekends but wound care provided on as needed basis by Resource RN
- Most patients are seen for multiple visits and their course of treatment can be for several weeks to months.
- The average daily census is 30 patients.
- Patients require pre-scheduling and insurance approval. Same day referrals can be accommodated if space is available.
- Patients needing weekend infusion services may be cared for in an outpatient department of the hospital if appropriate staffing is available (ED, Surgical Services, Resource RN) due to low weekend volume.



Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift

- The length of each visit can vary from a few minutes to a few hours depending on the care provided.
- Patients presenting with an unanticipated critical concern are evaluated in the Emergency Department.

<input checked="" type="checkbox"/>	Skill mix	
	<ul style="list-style-type: none"> • The department is staffed with RNs who have received specialized training in wound care. • A physician &/or APC maybe present to evaluate wounds and provide sharp debridement. • A Hyperbaric certified Technician and RN must be present when the chamber is in use. • A Hyperbaric Trained Provider must be immediately available when the chamber is in use. • A CNA/MA assists with patient care. • A scheduler in the department assists with scheduling, insurance authorizations, and phone calls. 	
<input checked="" type="checkbox"/>	Level of experience of nursing and patient care staff	
	<ul style="list-style-type: none"> • Specialized wound care training for nurses and providers is provided by Healogic • Resource & Float RNs have training to support the department during high census and after hour patients. • An individualized care plan is created for each patient. • A Wound Care RN Supervisor provides support during regular hours and consultations after hours. 	
<input checked="" type="checkbox"/>	Need for specialized or intensive equipment	
	<ul style="list-style-type: none"> • Specialized wound care products are utilized as needed. • Hyperbaric will be utilized in March after all orientation and competency assessment have been completed. 	

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Fixed Staffing Matrix

Minimum means the minimum number of RNs, LPNs, CNAs, and UAPs per shift based on the average needs of the unit such as patient acuity, staff skill level, and patient care activities. If a unit does not utilize certain staff for that shift please put "0", do not leave it blank.

Unit/ Clinic Name:	Cardiology & Cardio-Pulmonary Rehab Clinic					
Unit/ Clinic Type:	Outpatient Cardiology, Cardiopulmonary Testing & Cardiopulmonary Rehab					
Unit/ Clinic Address:	200 Prosser Health Drive, Prosser WA 99350					
Effective as of:	1/24/2025					
Day of the week						
Day of the week	Shift Type	Anticipated # of Visits	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
Sunday	Closed					
Monday	Day Shift (0800-1700)	7.00	2.00	0.00	2.00	2.00
Tuesday	Day Shift (0800-1700)	7.00	2.00	0.00	2.00	2.00

[illegible]



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Unit Information

Additional Care Team Members

Shift Coverage

Occupation

Day

Evening

Night

Weekend

MD/DO/APC

1

0

0

0

Respiratory Therapist

1

0

0

0

RT Director

1

0

0

0

Echo Tech

1

0

0

0

MA/CNA

1

0

0

0

Clinical Director

1

0

0

0

Exercise Physiologist

1

0

0

0

Receptionist

1

0

0

0

Referral Coordinator

1

0

0

0

Equipment Vendor

1

0

0

0

Rapid Response/Code Team

1

Unit Information																	
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Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):																	
--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--



Activity such as patient admissions, discharges, and transfers

- For Cardiology provider appointments there is one Provider (MD/DO or APC) and one MA, seeing scheduled appointments out of two exam rooms.
- For Cardiopulmonary outpatient diagnostics (pulmonary function, Echo Cardiogram, EKG, Holter Monitor etc.) appointments are pre-scheduled and staffing is dependent on the test being completed. Typically, a combination of RT, RN, Echo Tech, and/or MA/CN A.



Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift

- All patients seen in this department are considered high risk due to the presence of some degree of cardiac or pulmonary illness.
- This is an outpatient clinic, patients who present with an acute cardiac or pulmonary event will be transferred to the Emergency Department for evaluation and treatment.
- Should the clinic staff need additional assistance, the hospital's Rapid Response Team will respond to the clinic.

[illegible]

[illegible]



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Fixed Staffing Matrix

Minimum means the minimum number of RNs, LPNs, CNAs, and UAPs per shift based on the average needs of the unit such as patient acuity, staff skill level, and patient care activities. If a unit does not utilize certain staff for that shift please put "0", do not leave it blank.

Unit/ Clinic Name:	Prosser Surgical Specialty Clinic					
Unit/ Clinic Type:	Outpatient Clinic for Surgical Specialists					
Unit/ Clinic Address:	200 Prosser Health Drive					
Effective as of:	1/24/2025					
Day of the week						
Day of the week	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
Sunday	Closed					
Monday	Days (0800-1700)	8.00	1.00	0.00	0.00	1.00
Tuesday	Days (0800-1700)	8.00	1.00	0.00	0.00	1.00

[illegible]



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Unit Information

Additional Care Team Members

Shift Coverage

Occupation

Day

Evening

Night

Weekend

Audiologist

1

0

0

0

Medical Assistants

1

0

0

0

Referral Coordinator

1

0

0

0

X-ray Technician

1

0

0

0

Phlebotomist

1

0

0

0

Clinical Director

1

0

0

0

Telephone Triage

As needed

0

0

0

Central Sterile Support

As needed

0

0

0

Housekeeping

As needed

0

0

0

Unit Information																			
<p align="center">Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):</p>																			
<input checked="" type="checkbox"/>	Activity such as patient admissions, discharges, and transfers																		
<ul style="list-style-type: none"> • This is an outpatient clinic with pre-scheduled non-emergent appointments. • Optimal patient flow is achieved with each Provider panel supported by one (1) Medical Assistant (MA) and 2 examination rooms. Additional MA support is provided as needed. • Patient appointments are typically scheduled for 20, 30, or 60 minutes, based on the purpose of the appointment and the needs of the patient. 																			
<input checked="" type="checkbox"/>	Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift																		
<ul style="list-style-type: none"> • If the schedule cannot accommodate a patient who needs to schedule a same day appointment, the patient is referred to the Hospital ED for timely evaluation and treatment. • Patients presenting with an unanticipated critically acute condition are transferred to the Hospital ED for evaluation and treatment. 																			

[illegible]

<input checked="" type="checkbox"/>	Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment												
<ul style="list-style-type: none"> • This clinic is in a Medical Office Building (MOB) attached to the Hospital. • The clinic designates two exam rooms for each scheduled Provider. • There are two (2) Treatment rooms and (1) Procedure room to support minor procedures. • The department has adequate dedicated Provider and care giver documentation spaces. • There is a dedicated medication room, dirty utility, and clean storage. 													
<input type="checkbox"/>	Other												



DOH 346-154

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Fixed Staffing Matrix

Minimum means the minimum number of RNs, LPNs, CNAs, and UAPs per shift based on the average needs of the unit such as patient acuity, staff skill level, and patient care activities. If a unit does not utilize certain staff for that shift please put "0", do not leave it blank.

Unit/ Clinic Name:	Prosser Specialty Clinic					
Unit/ Clinic Type:	Outpatient clinic for Non Surgical Specialists					
Unit/ Clinic Address:	820 Memorial Street Suite					
Effective as of:	2/3/2025					
Day of the week						
Day of the week	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
Sunday	Closed					
Monday	Day Shift (0800-1700)	8.00	1.00	0.00	0.00	1.00
Tuesday	Day Shift (0800-1700)	8.00	1.00	0.00	0.00	1.00

Wednesday	Day Shift (0800-1700)	8.00	1.00	0.00	0.00	1.00
Thursday	Day Shift (0800-1700)	8.00	1.00	0.00	0.00	1.00
Friday	Day Shift (0800-1700)	8.00	1.00	0.00	0.00	1.00
Saturday	Closed					



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Unit Information

Additional Care Team Members

Shift Coverage

Occupation

Day

Evening

Night

Weekend

Medical Assistant

1

0

0

0

Referral Coordinators

1

0

0

0

Director

1

0

0

0

Telephone Triage

As needed

1

0

0

Central Sterile Support

As needed

As needed

As needed

As needed

Housekeeping

As needed

1

0

0

Phlebotomist

1

1

0

0

Unit Information																			
<p align="center">Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):</p>																			
<input checked="" type="checkbox"/>	Activity such as patient admissions, discharges, and transfers																		
<ul style="list-style-type: none"> • This is an outpatient clinic with pre-scheduled non-emergent appointments. • Optimal patient flow is achieved with each Provider panel supported by one (1) Medical Assistant (MA) and 2 examination rooms. Additional MA support is provided as needed. • Patient appointments are typically scheduled for 20, 30, or 60 minutes, based on the purpose of the appointment and the needs of the patient. 																			
<input checked="" type="checkbox"/>	Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift																		
<ul style="list-style-type: none"> • If the schedule cannot accommodate a patient who needs to schedule a same day appointment, the patient is referred to the Hospital ED for timely evaluation and treatment. • Patients presenting with an unanticipated critically acute condition are transferred to the Hospital ED for evaluation and treatment. 																			

[illegible]

<input checked="" type="checkbox"/>	Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment												
<ul style="list-style-type: none"> • This clinic is in a Medical Office Building (MOB) not on the Hospital Campus • The clinic designates two exam rooms for each scheduled Provider. • There are two (2) Treatment rooms and (1) Procedure room to support minor procedures. • The department has adequate dedicated Provider and care giver documentation spaces. • There is a dedicated medication room, dirty utility, and clean storage spaces. 													
<input type="checkbox"/>	Other												



DOH 346-154

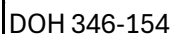
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Fixed Staffing Matrix

Minimum means the minimum number of RNs, LPNs, CNAs, and UAPs per shift based on the average needs of the unit such as patient acuity, staff skill level, and patient care activities. If a unit does not utilize certain staff for that shift please put "0", do not leave it blank.

Unit/ Clinic Name:	Prosser Occupational Medicine					
Unit/ Clinic Type:	Outpatient Occupational Medicine Clinic					
Unit/ Clinic Address:	713 Memorial Street, Prosser WA 99350					
Effective as of:	3/1/2025					
Day of the week						
Day of the week	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
Sunday	Closed					
Monday	Days (0800-1700)	8.00	0.00	0.00	0.00	1.00
Tuesday	Days (0800-1700)	8.00	0.00	0.00	0.00	1.00

Wednesday	Days (0800-1700)	8.00	0.00	0.00	0.00	1.00
Thursday	Days (0800-1700)	8.00	0.00	0.00	0.00	1.00
Friday	Days (0800-1700)	8.00	0.00	0.00	0.00	1.00
Saturday	Closed					



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Additional Care Team Members

[illegible]

Unit Information																			
Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):																			
<input checked="" type="checkbox"/>	Activity such as patient admissions, discharges, and transfers																		
<ul style="list-style-type: none">• This is an outpatient clinic with pre-scheduled non-emergent appointments.• Patient appointments vary depending on the service being provided.• Walkin care is not provided but same day appointments can often be accommodated.																			
<input checked="" type="checkbox"/>	Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift																		
<ul style="list-style-type: none">• Patients presenting with an unanticipated critically acute condition are transferred to the Hospital ED for evaluation and treatment.• Pre-employment health screenings, workplace injury management, and fitness for duty examinations are the bulk of services provided.																			





<input checked="" type="checkbox"/>	Skill mix																		
<ul style="list-style-type: none"> The clinic is staffed with MD/DO, APC, and MA. RN support is available on an as-needed basis. 																			
<input checked="" type="checkbox"/>	Level of experience of nursing and patient care staff																		
<ul style="list-style-type: none"> All Providers and Staff have received the appropriate training and competency assessment for the specific care they provide. All testing must be done in compliance with the overseeing regulatory body which may include, but no limited to Department of Transportation (DOT), Labor and Industries (L&I), Occupational Safety and Health Administration (OSHA), Washington State Department of Health (WSDOH), and/or third party business for whom services are provided. 																			
<input checked="" type="checkbox"/>	Need for specialized or intensive equipment																		
<ul style="list-style-type: none"> Respirator fit testing equipment is utilized. Urine Drug Screens for pre-employment, post-accident, DOT, or “for cause” follow up. Breath Alcohol testing equipment is available. Spirometry testing equipment is available. 																			

<input checked="" type="checkbox"/>	Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment
<ul style="list-style-type: none">• This is a free-standing clinic.• Appropriate space is designated for medication preparation, testing, clean utility storage, and dirty utility.• Care giver documentation areas are available throughout the clinic (both fixed and mobile).	
<input type="checkbox"/>	Other



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Fixed Staffing Matrix

Minimum means the minimum number of RNs, LPNs, CNAs, and UAPs per shift based on the average needs of the unit such as patient acuity, staff skill level, and patient care activities. If a unit does not utilize certain staff for that shift please put "0", do not leave it blank.

Unit/ Clinic Name:	Prosser Therapy & Rehab Center					
Unit/ Clinic Type:	Outpatient Rehabilitative Service: Physical, Occupational, Speech Therapy					
Unit/ Clinic Address:	326 Chardonnay Avenue, Prosser, WA 99350					
Effective as of:	1/24/2025					
Day of the week						
Day of the week	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
Sunday	Closed					
Monday	Days (0800-1700)	8.00	0.00	0.00	0.00	1.00
Tuesday	Days (0800-1700)	8.00	0.00	0.00	0.00	1.00
Wednesday	Days (0800-1700)	8.00	0.00	0.00	0.00	1.00
Thursday	Days (0800-1700)	8.00	0.00	0.00	0.00	1.00
Friday	Days (0800-1700)	8.00	0.00	0.00	0.00	1.00
Saturday	Days (0800-1700)	8.00	0.00	0.00	0.00	1.00



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Unit Information

Additional Care Team Members

Shift Coverage

Occupation

Day

Evening

Night

Weekend

P:hysical Therapists/Assistants

1

0

0

0

Clinic Manager

1

0

0

0

Receptionist

1

0

0

0

Scheduler

1

0

0

0

Referral Coordinator

1

0

0

0

Housekeeping

As needed

1

0

0

Unit Information																			
------------------	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):																			
--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--



Activity such as patient admissions, discharges, and transfers

- This is an outpatient clinic with pre-scheduled non-emergent appointments.
- Patient appointments vary depending on the therapy being provided.
- Walkin care is not provided in this clinic.



Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift

- Patients presenting with an unanticipated critically acute condition are transferred to the Hospital ED for evaluation and treatment.

[illegible]

<input checked="checked" type="checkbox"/>	Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment														
	<ul style="list-style-type: none"> • This is a free-standing therapy clinic across the parking lot form the Prosser Rural Health clinic. • Space is designated for each kind of therapy provided either in an open gym or in a private room depending on the therapy and needs of the patient. • Care giver documentation areas are available throughout the clinic (both fixed and mobile). 														
<input type="checkbox"/>	Other														



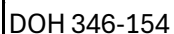
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Fixed Staffing Matrix

Minimum means the minimum number of RNs, LPNs, CNAs, and UAPs per shift based on the average needs of the unit such as patient acuity, staff skill level, and patient care activities. If a unit does not utilize certain staff for that shift please put "0", do not leave it blank.

Unit/ Clinic Name:	Prosser Family Practice & Women's Health Clinic					
Unit/ Clinic Type:	Rural Health Family Practice Clinic					
Unit/ Clinic Address:	336 Chardonnay Ave Suite A & B, Prosser WA 99350					
Effective as of:	1/26/2025					
Day of the week						
Day of the week	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
Sunday	Days (0800-1700)	8.00	1.00	0.00	0.00	1.00
Monday	Days (0800-1700)	8.00	1.00	0.00	0.00	1.00
Tuesday	Days (0800-1700)	8.00	1.00	0.00	0.00	1.00
Wednesday	Days (0800-1700)	8.00	1.00	0.00	0.00	1.00
Thursday	Days (0800-1700)	8.00	1.00	0.00	0.00	1.00
Friday	Days (0800-1700)	8.00	1.00	0.00	0.00	1.00
Saturday	Days (0800-1700)	8.00	1.00	0.00	0.00	1.00



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Additional Care Team Members

[illegible]

Unit Information																			
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Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):																			
--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--



Activity such as patient admissions, discharges, and transfers

- This is an outpatient Primary Care Clinic with pre-scheduled non-emergent appointments.
- Mental health visits are typically provided three-four days a week by a Advanced Registered Nurse Provider with specialized training in mental health.
- Optimal patient flow is achieved with each Provider panel supported by one (1) Medical Assistant (MA) and 2 examination rooms. Additional MA support is provided as needed.
- Patient appointments are typically scheduled for 20, 30, or 60 minutes, based on the purpose of the appointment and the needs of the patient.



Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift

- If the schedule cannot accommodate a patient who needs to schedule a same day appointment, the patient is referred to the Hospital ED for timely evaluation and treatment.
- Patients presenting with an unanticipated critically acute condition are transferred to the Hospital ED for evaluation and treatment.

[illegible]

<input checked="" type="checkbox"/>	Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment	
	<ul style="list-style-type: none"> • This is a freestanding Rural Health Clinic. • There is a treatment room. • Ambulatory aids (wheelchair, gait belt, bariatric exam table) are available if needed. • Appropriate space is designated for medication preparation, testing, clean utility storage, and dirty utility. • Care giver documentation areas are available throughout the clinic (both fixed and mobile). 	
<input type="checkbox"/>	Other	



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Fixed Staffing Matrix

Minimum means the minimum number of RNs, LPNs, CNAs, and UAPs per shift based on the average needs of the unit such as patient acuity, staff skill level, and patient care activities. If a unit does not utilize certain staff for that shift please put "0", do not leave it blank.

Unit/ Clinic Name:	Benton City Clinic					
Unit/ Clinic Type:	Rural Health Family Practice Clinic					
Unit/ Clinic Address:	701 Dale Avenue, Benton City, WA 99320					
Effective as of:	1/26/2025					
Day of the week						
Day of the week	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
Sunday	Closed					
Monday	Day Shift (0800-1700)	8.00	1.00	0.00	0.00	1.00
Tuesday	Day Shift (0800-1700)	8.00	1.00	0.00	0.00	1.00
Wednesday	Day Shift (0800-1700)	8.00	1.00	0.00	0.00	1.00
Thursday	Day Shift (0800-1700)	8.00	1.00	0.00	0.00	1.00
Friday	Day Shift (0800-1700)	8.00	1.00	0.00	0.00	1.00
Saturday	Closed					



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Unit Information

Additional Care Team Members

Shift Coverage

Occupation

Day

Evening

Night

Weekend

RN

1

0

0

0

Clinic Director

1

0

0

0

Receptionist

1

0

0

0

Scheduler

1

0

0

0

Referral Coordinator

1

0

0

0

Housekeeping

As needed

1

0

0

Phlebotomist

1

0

0

0

Unit Information																			
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Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):																			
--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--



Activity such as patient admissions, discharges, and transfers

- This is an outpatient Primary Care Clinic with pre-scheduled non-emergent appointments.
- Mental health visits are typically provided three-four days a week by a Advanced Registered Nurse Provider with specialized training in mental health.
- Optimal patient flow is achieved with each Provider panel supported by one (1) Medical Assistant (MA) and 2 examination rooms. Additional MA support is provided as needed.
- Patient appointments are typically scheduled for 20, 30, or 60 minutes, based on the purpose of the appointment and the needs of the patient.



Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift

- If the schedule cannot accommodate a patient who needs to schedule a same day appointment, the patient is referred to the Hospital ED for timely evaluation and treatment.
- Patients presenting with an unanticipated critically acute condition are transferred to the Hospital ED for evaluation and treatment.

[illegible]

<input checked="" type="checkbox"/>	Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment												
<ul style="list-style-type: none"> • This is a freestanding Rural Health Clinic. • There is a treatment room. • Ambulatory aids (wheelchair, gait belt, bariatric exam table) are available if needed. • Appropriate space is designated for medication preparation, testing, clean utility storage, and dirty utility. • Care giver documentation areas are available throughout the clinic (both fixed and mobile). 													
<input type="checkbox"/>	Other												



DOH 346-154

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Fixed Staffing Matrix

Minimum means the minimum number of RNs, LPNs, CNAs, and UAPs per shift based on the average needs of the unit such as patient acuity, staff skill level, and patient care activities. If a unit does not utilize certain staff for that shift please put "0", do not leave it blank.

Unit/ Clinic Name:	Grandview Clinic					
Unit/ Clinic Type:	Rural Health Family Practice Clinic					
Unit/ Clinic Address:	1003 Wallace Way, Grandview, WA 98930					
Effective as of:	1/26/2025					
Day of the week						
Day of the week	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
Sunday	Closed					
Monday	Days (0800 to 1700)	8.00	1.00	0.00	0.00	1.00
Tuesday	Days (0800 to 1700)	8.00	1.00	0.00	0.00	1.00
Wednesday	Days (0800 to 1700)	8.00	1.00	0.00	0.00	1.00
Thursday	Days (0800 to 1700)	8.00	1.00	0.00	0.00	1.00
Friday	Days (0800 to 1700)	8.00	1.00	0.00	0.00	1.00
Saturday	Closed					



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Unit Information

Additional Care Team Members

Shift Coverage

Occupation

Day

Evening

Night

Weekend

Medical Assistant

1

0

0

0

Clinic Director or Lead

1

0

0

0

Receptionist

1

0

0

0

Scheduler

1

1

0

0

Referral Coordinator

1

0

0

0

Housekeeping

As needed

1

0

0

Telephone Triage

As needed

0

0

0

Phlebotomist

1

0

0

0

Unit Information																			
------------------	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):																			
--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--



Activity such as patient admissions, discharges, and transfers

- This is an outpatient Primary Care Clinic with pre-scheduled non-emergent appointments.
- Mental health visits are typically provided three-four days a week by a Advanced Registered Nurse Provider with specialized training in mental health.
- Optimal patient flow is achieved with each Provider panel supported by one (1) Medical Assistant (MA) and 2 examination rooms. Additional MA support is provided as needed.
- Patient appointments are typically scheduled for 20, 30, or 60 minutes, based on the purpose of the appointment and the needs of the patient.



Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift

- If the schedule cannot accommodate a patient who needs to schedule a same day appointment, the patient is referred to the Hospital ED for timely evaluation and treatment.
- Patients presenting with an unanticipated critically acute condition are transferred to the Hospital ED for evaluation and treatment.

<input checked="" type="checkbox"/>	Skill mix															
	<ul style="list-style-type: none"> Each Provider (MD/DO; APC) is supported with at least 1 Medical Assistant (MA). Additional MA support is provided as needed to support patient care and patient flow. Registered Nurses (RN) are available in the clinics to assist as needed and provide patient education (Pre-procedural/operative screening, pre-procedural/operative teaching, post-operative/procedural follow up, Medicare Wellness visits, or Chronic Care Visits). 															
<input checked="" type="checkbox"/>	Level of experience of nursing and patient care staff															
	<ul style="list-style-type: none"> All Medical Assistants and Nurses complete a clinical orientation, before working independently. Medical Assistants and Nurses have immediate access to providers while the clinic is in operation. All staff and Providers have been trained on how to activate an emergency response should the need arise. Only minimal sedation is allowed in the clinic; topical or oral. (The patient must be capable of a normal response to verbal stimuli). 															
<input checked="" type="checkbox"/>	Need for specialized or intensive equipment															
	<ul style="list-style-type: none"> Casting and Splinting equipment is available. Sterile instruments to support biopsies and wound care is available. (Equipment is sent to the Hospitals Central Sterile Department for processing). X-ray Equipment and limited ultrasound capability is available. An emergency response box is readily available. 															

<input checked="" type="checkbox"/>	Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment												
<ul style="list-style-type: none"> • This is a freestanding Rural Health Clinic. • There is a treatment room. • Ambulatory aids (wheelchair, gait belt, bariatric exam table) are available if needed. • Appropriate space is designated for medication preparation, testing, clean utility storage, and dirty utility. • Care giver documentation areas are available throughout the clinic (both fixed and mobile). 													
<input type="checkbox"/>	Other												



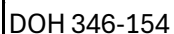
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Fixed Staffing Matrix

Minimum means the minimum number of RNs, LPNs, CNAs, and UAPs per shift based on the average needs of the unit such as patient acuity, staff skill level, and patient care activities. If a unit does not utilize certain staff for that shift please put "0", do not leave it blank.

Unit/ Clinic Name:	Dermatology Clinic					
Unit/ Clinic Type:	Outpatient Dermatology Clinic					
Unit/ Clinic Address:	701 Dale Ave, Benton City, WA 99320					
Effective as of:	1/24/2025					
Day of the week						
Day of the week	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
Sunday	Closed					
Monday	Days (0800-1700)	8.00	1.00	0.00	0.00	1.00
Tuesday	Days (0800-1700)	8.00	1.00	0.00	0.00	1.00
Wednesday	Days (0800-1700)	8.00	1.00	0.00	0.00	1.00
Thursday	Days (0800-1700)	8.00	1.00	0.00	0.00	1.00
Friday	Days (0800-1700)	8.00	1.00	0.00	0.00	1.00
Saturday	Closed					



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Additional Care Team Members

[illegible]

Unit Information																			
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Factors Considered in the Development of the Unit Staffing Plan (Check all that apply):																			
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Activity such as patient admissions, discharges, and transfers

- This is an outpatient clinic providing a full spectrum of both medical and cosmetic dermatology services.



Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift

- Patients presenting with an unanticipated critically acute condition are transferred to the Hospital ED for evaluation and treatment.

[illegible]

[illegible]