

COVER PAGE

The following is the comprehensive hospital staffing
plan for Skagit Valley Hospital 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: 1/22/25

I, the undersigned with responsibility for Skagit Valley Hospital 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: Brian Ivie, CEO

Hospital Information

Name of Hospital: Skagit Valley Hospital		
Hospital License #: HAC.FS.00000207		
Hospital Street Address: 300 Hospital Parkway		
City/Town: Mount Vernon	State: WA	Zip code: 98274
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		<small> Hospital Parkway Plaza - Wound Healing Center Wound Care 208 Hospital Parkway Suite B Mount Vernon WA 98273 Skagit Regional Clinics - Anacortes Cardiology Cardiology 2511 M Avenue D Anacortes WA 98221 Skagit Regional Clinics - Camano Island Family Medicine 127 East Camano Drive Camano WA 98282 Skagit Regional Clinics - Family Medicine Residency Clinic Family Medicine 819 S 13th Street Mount Vernon WA 98274 Skagit Regional Clinics - Internal Medicine Residency Clinic Internal Medicine 1415 E Kincaid Street Mount Vernon WA 98274 Skagit Regional Clinics - Mount Vernon Cardiology Cardiology 307 S 13th Street #300 Mount Vernon WA 98274 Skagit Regional Clinics - Mount Vernon Family Medicine Family Medicine 1400 E Kincaid Street Suites D101 & D103 Mount Vernon WA 98274 Skagit Regional Clinics - Mount Vernon General Surgery General Surgery 1400 E Kincaid Street Suite D202 Mount Vernon WA 98274 </small>
Review Type:	<input checked="" type="checkbox"/> Annual	Review Date: 6/12/24
	<input type="checkbox"/> Update	Next Review Date: 6/30/25
Effective Date: 1/1/25		
Date Approved: 6/12/24		

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:



Terms of applicable collective bargaining agreement

Description:



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

Description:



Hospital finances and resources

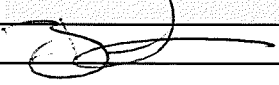
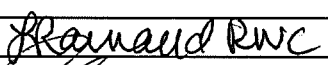
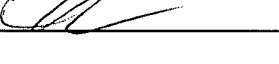
Description:



Other

Description:

Signature

CEO & Co-chairs Name:	Signature:	Date:
Brian Ivie, CEO		2/5/25
Bianca Gordon, CNO and Co-Chair		
Liz Rainaud, RN and Co-Chair		2/6/2025
Jamie Carpenter, Director Acute Care		2/5/25

Total Votes	
# of Approvals	# of Denials
8	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:	Skagit Valley Hospital Cardiac Cath Lab					
Unit/ Clinic Type:	Cath Lab					
Unit/ Clinic Address:	300 Hospital Parkway, Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
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
Monday	Day (0700-1730)	10	1	0	0	0
	Day (0730-1800)	10	2	0	0	0
	Day(0830-1700)	8	1	0	0	0
	Day (0630-1700)	10	0	0	0	1
	Day (0700-1530)	8	0	0	0	1
	Day (0715-1745)	10	0	0	0	1
	Day (0730-1700)	9	0	0	0	1
	Day (0830-1700)	8	0	0	0	3
Tuesday	Day (0930-1800)	8	0	0	0	2
	Day (0700-1730)	10	1	0	0	0
	Day (0730-1800)	10	1	0	0	0
	Day (0800-1630)	8	1	0	0	0
	Day(0830-1700)	8	1	0	0	0
	Day (0700-1530)	8	0	0	0	1
	Day (0715-1745)	10	0	0	0	1
	Day (0730-1700)	9	0	0	0	1
Wednesday	Day (0830-1700)	8	0	0	0	3
	Day (0930-1800)	8	0	0	0	2
	Day (0700-1830)	10	1	0	0	0
	Day (0730-1800)	10	2	0	0	0
	Day (0800-1630)	8	1	0	0	0
	Day (0630-1700)	10	0	0	0	1
	Day (0700-1530)	8	0	0	0	1
	Day (0715-1745)	10	0	0	0	1
Thursday	Day (0730-1700)	9	0	0	0	0
	Day (0830-1700)	8	0	0	0	3
	Day (0930-1800)	8	0	0	0	2
	Day (0700-1730)	10	1	0	0	0
	Day (0730-1800)	10	1	0	0	0
	Day (0800-1630)	8	1	0	0	0
	Day(0830-1700)	8	1	0	0	0
	Day (0630-1700)	10	0	0	0	1
Friday	Day (0700-1530)	8	0	0	0	1
	Day (0730-1700)	9	0	0	0	1
	Day (0830-1700)	8	0	0	0	3
	Day (0930-1800)	8	0	0	0	2
	Day (0700-1730)	10	2	0	0	0
	Day (0800-1630)	8	1	0	0	0
	Day(0830-1700)	8	1	0	0	0
	Day (0630-1700)	10	0	0	0	1
Saturday (On Call)	Day (0700-1530)	8	0	0	0	1
	Day (0715-1745)	10	0	0	0	1
	Day (0730-1700)	9	0	0	0	1
	Day (0830-1700)	8	0	0	0	3
	Day (0930-1800)	8	0	0	0	2
	24 hour (0700-0700)	24	1	0	0	2
Sunday (On call)	24 hour (0700-0700)	24	1	0	0	2

Unit Information

Additional Care Team Members				
Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Clinical Director	x	x		
Clinical Nurse Educator	x	x		
IV Therapy Team	x	x		x
Rapid Response Team	x	x	x	x
Respiratory Therapy Support	x	x	x	x
Clinical Pharmacist	x	x	x	x
Extended Social Services/Case Management	x	x		
Cardiac/Stroke Coordinator	x			
Wound Ostomy RN	x	x		
Administrative Supervisor	x		x	x

Unit Information

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

☐ Activity such as patient admissions, discharges, and transfers

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

☐ Skill mix

☐ Level of experience of nursing and patient care staff

☐ Need for specialized or intensive equipment

☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

☐ Other



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Fixed Staffing Matrix

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Unit/ Clinic Name:	Skagit Valley Hospital Diagnostic Imaging					
Unit/ Clinic Type:	Diagnostic Imaging					
Unit/ Clinic Address:	300 Hospital Parkway, Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Hours of the day						
Hour of the day	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
08 AM-4:30 PM	Monday 08-1630	8	1	0	0	0
	Tuesday 08-1630	8	1	0	0	0
	Wednesday 08-1630	8	1	0	0	0
	Thursday 08-1630	8	1	0	0	0
	Friday 08-1630	8	1	0	0	0
	Saturday (call)	8	1	0	0	0
	Sunday (call)	8	1	0	0	0

Unit Information

Additional Care Team Members				
Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Clinical Manager	x			
Patient Transport Team	x			
IV Therapy Team	x			
Rapid Response Team	x			
Respiratory Therapy Support	x			
Clinical Pharmacist	x			
Wound Ostomy RN	x			

Unit Information

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

☒ Activity such as patient admissions, discharges, and transfers

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

☒ Skill mix

☒ Level of experience of nursing and patient care staff

☒ Need for specialized or intensive equipment

☒ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

☒ 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:	Skagit Valley Hospital Emergency Department					
Unit/ Clinic Type:	Emergency Department					
Unit/ Clinic Address:	300 Hospital Parkway, Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Hours of the day						
Hour of the day	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
7:00 AM-9:00 AM	Day	12.00	5.00	0.00	0.00	3.00
9:00 AM-11:00 PM	Day	12.00	7.00	0.00	0.00	3.00
11:00 AM-12:00 PM	Day	12.00	7.00	0.00	0.00	4.00
12:00 PM-2:00 PM	Mid	12.00	9.00	0.00	0.00	4.00
2:00:00 PM-11:00 PM	Mid	12.00	10.00	0.00	0.00	4.00
12:00:00 AM-01:00 AM	Night	12.00	8.00	0.00	0.00	3.00
1:00:00 AM-02:00 AM	Night	12.00	6.00	0.00	0.00	3.00
02:00 AM-06:00 AM	Night	12.00	5.00	0.00	0.00	2.00

Unit Information

Additional Care Team Members				
Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Regional Director	x			
Clinical Manager	x			
ANM	x	x		
Clinical Nurse Educator	x			
Unit Clerk	x	x	x	x
Regional Trauma Manager	x			
1:1 Sitter	x	x	x	x
IV Therapy	x	x		
Respiratory Therapy Support	x	x	x	x
Rehab/nutrition support (PT, OT, speech)	x			
Clinical Pharmacist	x			
Wound Ostomy RN	x			x
Clinical Coordinator	x			
Nurse Tech	x	x	x	x
Administrative Supervisor support	x	x	x	x
Hospitalist/NP/PA	x	x	x	x

Unit Information

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

☒ Activity such as patient admissions, discharges, and transfers

Average length of stay begins when the patient enters the Emergency Department seeking treatment and ends when the patient physically leaves the ED to be admitted to an inpatient unit, or is discharged or transferred from the ED.

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

Level 3 Trauma Center, Primary Stroke Center, Level 1 Cardiac Center--Average Acuity for 2023: 2.87

☒ Skill mix

☒ Level of experience of nursing and patient care staff

ACLS, PALS, ENPC, TNCC, NHCSS certifications required.

☒ Need for specialized or intensive equipment

Ventilators, Non-invasive bi-level positive airway pressure therapy, Glidescope, Non-invasive and Invasive hemodynamic monitoring, Non-invasive thermal regulation, Level One Rapid Infuser

☒ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

ED contained 25 beds consisting of: 4 trauma bays, 5 chairs (fast track), 4 overflow department beds, 4 secure psych rooms, and a 6-bed overflow unit. This fluctuates based on volumes to accommodate care needs. There is a central nursing station, one med room, 2 clean supply rooms, and 2 dirty utility rooms. The overflow unit and psych area both contain their own medication areas and Pyxis machines. We have a dual triage room where triage with a physician occurs 9-9p and a waiting room that flexes to a results waiting area for fast-track patients seen in the chair and overflow bed areas.

☐ Other



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Patient Volume-based Staffing Matrix Formula Template

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:		Family Birth Center									
Unit/ Clinic Type:		Adult Inpatient Labor and Delivery and Post Partum Unit									
Unit/ Clinic Address:		300 Hospital Parkway, Mount Vernon, WA 98274									
Average Daily Census:		11			Maximum # of Beds:			21			
Effective as of:		1/1/2025									
Census											
Census	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's	Min # of RN HPUS	Min # of LPN HPUS	Min # of CNA HPUS	Min # of UAP HPUS	Total Minimum Direct Pt. Care HPUS (hours per unit of service)
1	Day (07-19)	12.00	4.00	0.00	0.00	1.00	48.00	0.00	0.00	12.00	120.00
	Night (19-07)	12.00	4.00	0.00	0.00	1.00	48.00	0.00	0.00	12.00	
2	Day (07-19)	12.00	4.00	0.00	0.00	1.00	24.00	0.00	0.00	6.00	60.00
	Night (19-07)	12.00	4.00	0.00	0.00	1.00	24.00	0.00	0.00	6.00	
3	Day (07-19)	12.00	5.00	0.00	0.00	1.00	20.00	0.00	0.00	4.00	48.00
	Night (19-07)	12.00	5.00	0.00	0.00	1.00	20.00	0.00	0.00	4.00	
4	Day (07-19)	12.00	5.00	0.00	0.00	1.00	15.00	0.00	0.00	3.00	36.00
	Night (19-07)	12.00	5.00	0.00	0.00	1.00	15.00	0.00	0.00	3.00	
5	Day (07-19)	12.00	5.00	0.00	0.00	1.00	12.00	0.00	0.00	2.40	28.80
	Night (19-07)	12.00	5.00	0.00	0.00	1.00	12.00	0.00	0.00	2.40	
6	Day (07-19)	12.00	8.00	0.00	0.00	1.00	16.00	0.00	0.00	2.00	36.00
	Night (19-07)	12.00	8.00	0.00	0.00	1.00	16.00	0.00	0.00	2.00	
7	Day (07-19)	12.00	8.00	0.00	0.00	1.00	13.71	0.00	0.00	1.71	30.86
	Night (19-07)	12.00	8.00	0.00	0.00	1.00	13.71	0.00	0.00	1.71	
8	Day (07-19)	12.00	8.00	0.00	0.00	1.00	12.00	0.00	0.00	1.50	27.00
	Night (19-07)	12.00	8.00	0.00	0.00	1.00	12.00	0.00	0.00	1.50	
9	Day (07-19)	12.00	8.00	0.00	0.00	1.00	10.67	0.00	0.00	1.33	24.00
	Night (19-07)	12.00	8.00	0.00	0.00	1.00	10.67	0.00	0.00	1.33	
10	Day (07-19)	12.00	8.00	0.00	0.00	1.00	9.60	0.00	0.00	1.20	21.60
	Night (19-07)	12.00	8.00	0.00	0.00	1.00	9.60	0.00	0.00	1.20	
11	Day (07-19)	12.00	8.00	0.00	0.00	1.00	8.73	0.00	0.00	1.09	19.64
	Night (19-07)	12.00	8.00	0.00	0.00	1.00	8.73	0.00	0.00	1.09	
12	Day (07-19)	12.00	8.00	0.00	0.00	1.00	8.00	0.00	0.00	1.00	18.00
	Night (19-07)	12.00	8.00	0.00	0.00	1.00	8.00	0.00	0.00	1.00	
13	Day (07-19)	12.00	8.00	0.00	0.00	1.00	7.38	0.00	0.00	0.92	16.62
	Night (19-07)	12.00	8.00	0.00	0.00	1.00	7.38	0.00	0.00	0.92	
14	Day (07-19)	12.00	8.00	0.00	0.00	1.00	6.86	0.00	0.00	0.86	15.43
	Night (19-07)	12.00	8.00	0.00	0.00	1.00	6.86	0.00	0.00	0.86	
15	Day (07-19)	12.00	8.00	0.00	0.00	1.00	6.40	0.00	0.00	0.80	14.40
	Night (19-07)	12.00	8.00	0.00	0.00	1.00	6.40	0.00	0.00	0.80	
16	Day (07-19)	12.00	8.00	0.00	0.00	1.00	6.00	0.00	0.00	0.75	13.50
	Night (19-07)	12.00	8.00	0.00	0.00	1.00	6.00	0.00	0.00	0.75	
17	Day (07-19)	12.00	8.00	0.00	0.00	1.00	5.65	0.00	0.00	0.71	12.71
	Night (19-07)	12.00	8.00	0.00	0.00	1.00	5.65	0.00	0.00	0.71	
18	Day (07-19)	12.00	8.00	0.00	0.00	1.00	5.33	0.00	0.00	0.67	12.00
	Night (19-07)	12.00	8.00	0.00	0.00	1.00	5.33	0.00	0.00	0.67	
19	Day (07-19)	12.00	8.00	0.00	0.00	1.00	5.05	0.00	0.00	0.63	11.37
	Night (19-07)	12.00	8.00	0.00	0.00	1.00	5.05	0.00	0.00	0.63	
20	Day (07-19)	12.00	8.00	0.00	0.00	1.00	4.80	0.00	0.00	0.60	10.80
	Night (19-07)	12.00	8.00	0.00	0.00	1.00	4.80	0.00	0.00	0.60	
21	Day (07-19)	12.00	8.00	0.00	0.00	1.00	4.57	0.00	0.00	0.57	10.29
	Night (19-07)	12.00	8.00	0.00	0.00	1.00	4.57	0.00	0.00	0.57	

Unit Information

Additional Care Team Members				
Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Clinical Manager	x			
Clinical Nurse Educator Neonatal	x			
Clinical Nurse Educator Perinatal	x			
Scrub Tech	x	x	x	x
Unit Assistant	x			
Lactation	x			x
Respiratory Therapy Support	x	x	x	x
Licensed Social Services/Case Manager	x			
Pharmacist	x	x	x	x
Rapid Response Team	x	x	x	x
IV Therapy	x	x		

Unit Information

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

- ☒ Activity such as patient admissions, discharges, and transfers

Description:

Scheduled Cesarean Sections; scheduled induction of labors, spontaneous labors, emergent cesarean sections, transfers in from community midwives for labor or newborn care. 4 triage rooms for OP surveillance - 1 RN staffed here with OB laborists.

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

Description:

Staffed to AWHONN guidelines for triage, labor, postpartum and normal newborn care. We see patients of all gestational age, transfer those needing higher level of care during labor or postpartum period.

- ☒ Skill mix

Description:

RN; scrub techs and LPNs. LPNs work on some shifts either in post partum or as a second in nursery as a team member with the RN.

- ☒ Level of experience of nursing and patient care staff

Description:

- ☒ Need for specialized or intensive equipment

Description:

Fetal Heart Monitors, Infant warmers, operating room beds, and equipment

- ☒ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

Description:

- ☐ Other

Description:



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Fixed Staffing Matrix

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Unit/ Clinic Name:	Skagit Valley Hospital Kidney Care					
Unit/ Clinic Type:	Kidney Dialysis					
Unit/ Clinic Address:	300 hospital Parkway, Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
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
Monday	Day (0700-1930)	12	1	0	0	0
	Day (0830-1700)	8	1	0	0	0
	Day (0700-1530)	8	0	0	0	1
	Night on call (1930-2200)	2.5	1	0	0	0
Tuesday	Day (0700-1930)	12	1	0	0	0
	Day (0830-1700)	8	1	0	0	0
	Night on call (1930-2200)	2.5	1	0	0	0
Wednesday	Day (0700-1930)	12	1	0	0	0
	Day (0830-1700)	8	1	0	0	0
	Day (0700-1530)	8	0	0	0	1
	Night on call (1930-2200)	2.5	1	0	0	0
Thursday	Day (0700-1930)	12	1	0	0	0
	Day (0830-1700)	8	1	0	0	0
	Day (0700-1530)	8	0	0	0	1
	Night on call (1930-2200)	2.5	1	0	0	0
Friday	Day (0700-1930)	12	1	0	0	0
	Day (0830-1700)	8	1	0	0	0
	Day (0700-1530)	8	0	0	0	1
	Night on call (1930-2200)	2.5	1	0	0	0
Saturday	Day (0700-1930)	12	1	0	0	0
	Day (0830-1700)	8	1	0	0	0
	Night on call (1930-2200)	2.5	1	0	0	0
Sunday	On Call (0700-2200)	15	1	0	0	0

Unit Information

Additional Care Team Members				
Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Clinical Manager	x			
Staff Educator	x			
Rapid Response Team	x	x	x	x
Respiratory Therapy Support	x	x	x	x
Nutritionist	x	x	x	
Clinical Pharmacist	x	x	x	x
Patient Care Technician	x			
Bio-Med Technician	x			

Unit Information

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

☒ Activity such as patient admissions, discharges, and transfers

Description:

All admissions, discharges and transfers are done by sending and receiving unit.

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

Description:

All patients at any level of acuity who meet admission criteria would receive dialysis from the team.

☒ Skill mix

Description:

CCU patients receive 1:1 care from dialysis nurse. Dialysis nurse paired with a dialysis technician can provide care to up to 4 patients at one time.

☒ Level of experience of nursing and patient care staff

Description:

Technician must be certified hemodialysis technician.

☒ Need for specialized or intensive equipment

Description:

Hemodialysis machines, Reverse Osmosis unit, Peritoneal Dialysis Cycler

☒ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

Description:

All rooms on PCCU are plumbed for hemodialysis. 2 additional rooms on MOC which can accommodate up to 4 patients at one time. 2 additional private occupancy rooms available on MPC if needed.

☒ Other

Description:

Dialysis is a closed unit.

Patient Volume-based Staffing Matrix Formula Template

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:		Medical and Pediatric Unit									
Unit/ Clinic Type:		Inpatient Adult Medical and Pediatric Unit									
Unit/ Clinic Address:		300 Hospital Parkway									
Average Daily Census:		30				Maximum # of Beds:			31		
Effective as of:		1/1/2025									
Census											
Census	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's	Min # of RN HPUS	Min # of LPN HPUS	Min # of CNA HPUS	Min # of UAP HPUS	Total Minimum Direct Pt. Care HPUS (hours per unit of service)
1	Day (07 -19)	12.00	2.00	0.00	0.00	0.00	24.00	0.00	0.00	0.00	48.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	24.00	0.00	0.00	0.00	
2	Day (07 -19)	12.00	2.00	0.00	0.00	0.00	12.00	0.00	0.00	0.00	24.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	12.00	0.00	0.00	0.00	
3	Day (07 -19)	12.00	2.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	16.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	
4	Day (07 -19)	12.00	2.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	12.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	
5	Day (07 -19)	12.00	2.00	0.00	0.00	0.00	4.80	0.00	0.00	0.00	9.60
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	4.80	0.00	0.00	0.00	
6	Day (07 -19)	12.00	2.00	0.00	0.00	0.00	4.00	0.00	0.00	0.00	8.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	4.00	0.00	0.00	0.00	
7	Day (07 -19)	12.00	2.00	0.00	0.00	0.00	3.43	0.00	0.00	0.00	6.86
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	3.43	0.00	0.00	0.00	
8	Day (07 -19)	12.00	3.00	0.00	1.00	0.00	4.50	0.00	1.50	0.00	9.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	3.00	0.00	0.00	0.00	
9	Day (07 -19)	12.00	3.00	0.00	1.00	0.00	4.00	0.00	1.33	0.00	9.33
	Night (19-07)	12.00	2.00	0.00	1.00	0.00	2.67	0.00	1.33	0.00	
10	Day (07 -19)	12.00	3.00	0.00	1.00	0.00	3.60	0.00	1.20	0.00	9.60
	Night (19-07)	12.00	3.00	0.00	1.00	0.00	3.60	0.00	1.20	0.00	
11	Day (07 -19)	12.00	3.00	0.00	1.00	0.00	3.27	0.00	1.09	0.00	8.73
	Night (19-07)	12.00	3.00	0.00	1.00	0.00	3.27	0.00	1.09	0.00	
12	Day (07 -19)	12.00	4.00	0.00	2.00	0.00	4.00	0.00	2.00	0.00	11.00
	Night (19-07)	12.00	3.00	0.00	2.00	0.00	3.00	0.00	2.00	0.00	
13	Day (07 -19)	12.00	4.00	0.00	2.00	0.00	3.69	0.00	1.85	0.00	10.15
	Night (19-07)	12.00	3.00	0.00	2.00	0.00	2.77	0.00	1.85	0.00	
14	Day (07 -19)	12.00	4.00	0.00	2.00	0.00	3.43	0.00	1.71	0.00	10.29
	Night (19-07)	12.00	4.00	0.00	2.00	0.00	3.43	0.00	1.71	0.00	
15	Day (07 -19)	12.00	5.00	0.00	2.00	0.00	4.00	0.00	1.60	0.00	10.40
	Night (19-07)	12.00	4.00	0.00	2.00	0.00	3.20	0.00	1.60	0.00	
16	Day (07 -19)	12.00	5.00	0.00	2.00	0.00	3.75	0.00	1.50	0.00	9.75
	Night (19-07)	12.00	4.00	0.00	2.00	0.00	3.00	0.00	1.50	0.00	
17	Day (07 -19)	12.00	5.00	0.00	2.00	0.00	3.53	0.00	1.41	0.00	9.18
	Night (19-07)	12.00	4.00	0.00	2.00	0.00	2.82	0.00	1.41	0.00	
18	Day (07 -19)	12.00	5.00	0.00	2.00	0.00	3.33	0.00	1.33	0.00	9.33
	Night (19-07)	12.00	5.00	0.00	2.00	0.00	3.33	0.00	1.33	0.00	
19	Day (07 -19)	12.00	6.00	0.00	3.00	0.00	3.79	0.00	1.89	0.00	10.11
	Night (19-07)	12.00	5.00	0.00	2.00	0.00	3.16	0.00	1.26	0.00	
20	Day (07 -19)	12.00	6.00	0.00	3.00	0.00	3.60	0.00	1.80	0.00	9.60
	Night (19-07)	12.00	5.00	0.00	2.00	0.00	3.00	0.00	1.20	0.00	
21	Day (07 -19)	12.00	6.00	0.00	3.00	0.00	3.43	0.00	1.71	0.00	9.71
	Night (19-07)	12.00	5.00	0.00	3.00	0.00	2.86	0.00	1.71	0.00	
22	Day (07 -19)	12.00	6.00	0.00	3.00	0.00	3.27	0.00	1.64	0.00	9.27
	Night (19-07)	12.00	5.00	0.00	3.00	0.00	2.73	0.00	1.64	0.00	
23	Day (07 -19)	12.00	7.00	0.00	3.00	0.00	3.65	0.00	1.57	0.00	9.91
	Night (19-07)	12.00	6.00	0.00	3.00	0.00	3.13	0.00	1.57	0.00	
24	Day (07 -19)	12.00	7.00	0.00	3.00	0.00	3.50	0.00	1.50	0.00	9.50
	Night (19-07)	12.00	6.00	0.00	3.00	0.00	3.00	0.00	1.50	0.00	
25	Day (07 -19)	12.00	7.00	0.00	3.00	0.00	3.36	0.00	1.44	0.00	9.12
	Night (19-07)	12.00	6.00	0.00	3.00	0.00	2.88	0.00	1.44	0.00	
26	Day (07 -19)	12.00	7.00	0.00	3.00	0.00	3.23	0.00	1.38	0.00	8.77
	Night (19-07)	12.00	6.00	0.00	3.00	0.00	2.77	0.00	1.38	0.00	
27	Day (07 -19)	12.00	8.00	0.00	4.00	0.00	3.56	0.00	1.78	0.00	9.78
	Night (19-07)	12.00	7.00	0.00	3.00	0.00	3.11	0.00	1.33	0.00	
28	Day (07 -19)	12.00	8.00	0.00	4.00	0.00	3.43	0.00	1.71	0.00	9.43
	Night (19-07)	12.00	7.00	0.00	3.00	0.00	3.00	0.00	1.29	0.00	
29	Day (07 -19)	12.00	8.00	0.00	4.00	0.00	3.31	0.00	1.66	0.00	9.10
	Night (19-07)	12.00	7.00	0.00	3.00	0.00	2.90	0.00	1.24	0.00	
30	Day (07 -19)	12.00	8.00	0.00	4.00	0.00	3.20	0.00	1.60	0.00	8.80
	Night (19-07)	12.00	7.00	0.00	3.00	0.00	2.80	0.00	1.20	0.00	
31	Day (07 -19)	12.00	8.00	0.00	4.00	0.00	3.10	0.00	1.55	0.00	8.52
	Night (19-07)	12.00	7.00	0.00	3.00	0.00	2.71	0.00	1.16	0.00	

Unit Information

Additional Care Team Members

Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Acute Care Director	x			
Clinical Manager	x			
Assistant Nurse Manager	x			
Clinical Nurse Educator	x			
Unit Assistant	x			
1:1 Sitter	x		x	x
Resource Nurse		x		x
IV Therapy	x	x		x
Monitor Technician	x		x	x
Rapid Response Team	x		x	x
Respiratory Therapy Support	x		x	x
Nutritionist	x			
Rehab Activities (OT, PT, Speech)	x			x
Clinical Pharmacist	x			x
Case Management	x			x
Wound Ostomy RN	x			x
Nurse Tech	x		x	x

Unit Information

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

- ☒ Activity such as patient admissions, discharges, and transfers

Description:
Admissions, discharges and transfers occur on this continuously operational unit.

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

Description:
Med/Surg tele inpatients and observation. Post surgical care. Pediatrics

- ☒ Skill mix

Description:
Pediatric patients 1:4; Med-surg 1:5 dayshift; Med-surg 1:6 nightshift. Day shift charge 0-1 patients and NOC shift charge 0-3 patients.

- ☒ Level of experience of nursing and patient care staff

Description:
At approximately one year, RN's are provided with pediatric education and competency check-off. If peds, increase RN by 1 additional.

- ☐ Need for specialized or intensive equipment

Description:

- ☒ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

Description:
MPC is comprised of 31 private rooms, 2 medication rooms, 2 soiled utility rooms, nutrition room, centrally located supply room and clean equipment room.

- ☐ Other

Description:

Patient Volume-based Staffing Matrix Formula Template

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:		Medical and Observation Unit									
Unit/ Clinic Type:		Inpatient Medical Surgical Unit									
Unit/ Clinic Address:		300 Hospital Parkway, Mount Vernon, WA 98274									
Average Daily Census:		23					Maximum # of Beds:		28		
Effective as of:		1/1/2025									
Census											
Census	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's	Min # of RN HPUS	Min # of LPN HPUS	Min # of CNA HPUS	Min # of UAP HPUS	Total Minimum Direct Pt. Care HPUS (hours per unit of service)
1	Day (07-19)	12.00	2.00	0.00	0.00	0.00	24.00	0.00	0.00	0.00	48.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	24.00	0.00	0.00	0.00	
2	Day (07-19)	12.00	2.00	0.00	0.00	0.00	12.00	0.00	0.00	0.00	24.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	12.00	0.00	0.00	0.00	
3	Day (07-19)	12.00	2.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	16.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	
4	Day (07-19)	12.00	2.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	12.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	
5	Day (07-19)	12.00	2.00	0.00	0.00	0.00	4.80	0.00	0.00	0.00	9.60
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	4.80	0.00	0.00	0.00	
6	Day (07-19)	12.00	2.00	0.00	0.00	0.00	4.00	0.00	0.00	0.00	8.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	4.00	0.00	0.00	0.00	
7	Day (07-19)	12.00	2.00	0.00	1.00	0.00	3.43	0.00	1.71	0.00	8.57
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	3.43	0.00	0.00	0.00	
8	Day (07-19)	12.00	2.00	0.00	1.00	0.00	3.00	0.00	1.50	0.00	7.50
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	3.00	0.00	0.00	0.00	
9	Day (07-19)	12.00	3.00	0.00	1.00	0.00	4.00	0.00	1.33	0.00	9.33
	Night (19-07)	12.00	3.00	0.00	0.00	0.00	4.00	0.00	0.00	0.00	
10	Day (07-19)	12.00	3.00	0.00	1.00	0.00	3.60	0.00	1.20	0.00	8.40
	Night (19-07)	12.00	3.00	0.00	0.00	0.00	3.60	0.00	0.00	0.00	
11	Day (07-19)	12.00	3.00	0.00	2.00	0.00	3.27	0.00	2.18	0.00	9.82
	Night (19-07)	12.00	3.00	0.00	1.00	0.00	3.27	0.00	1.09	0.00	
12	Day (07-19)	12.00	3.00	0.00	2.00	0.00	3.00	0.00	2.00	0.00	9.00
	Night (19-07)	12.00	3.00	0.00	1.00	0.00	3.00	0.00	1.00	0.00	
13	Day (07-19)	12.00	4.00	0.00	2.00	0.00	3.69	0.00	1.85	0.00	9.23
	Night (19-07)	12.00	3.00	0.00	1.00	0.00	2.77	0.00	0.92	0.00	
14	Day (07-19)	12.00	4.00	0.00	2.00	0.00	3.43	0.00	1.71	0.00	9.43
	Night (19-07)	12.00	3.00	0.00	2.00	0.00	2.57	0.00	1.71	0.00	
15	Day (07-19)	12.00	4.00	0.00	2.00	0.00	3.20	0.00	1.60	0.00	8.80
	Night (19-07)	12.00	3.00	0.00	2.00	0.00	2.40	0.00	1.60	0.00	
16	Day (07-19)	12.00	5.00	0.00	2.00	0.00	3.75	0.00	1.50	0.00	9.75
	Night (19-07)	12.00	4.00	0.00	2.00	0.00	3.00	0.00	1.50	0.00	
17	Day (07-19)	12.00	5.00	0.00	2.00	0.00	3.53	0.00	1.41	0.00	9.18
	Night (19-07)	12.00	4.00	0.00	2.00	0.00	2.82	0.00	1.41	0.00	
18	Day (07-19)	12.00	5.00	0.00	3.00	0.00	3.33	0.00	2.00	0.00	9.33
	Night (19-07)	12.00	4.00	0.00	2.00	0.00	2.67	0.00	1.33	0.00	
19	Day (07-19)	12.00	5.00	0.00	3.00	0.00	3.16	0.00	1.89	0.00	8.84
	Night (19-07)	12.00	4.00	0.00	2.00	0.00	2.53	0.00	1.26	0.00	
20	Day (07-19)	12.00	5.00	0.00	3.00	0.00	3.00	0.00	1.80	0.00	8.40
	Night (19-07)	12.00	4.00	0.00	2.00	0.00	2.40	0.00	1.20	0.00	
21	Day (07-19)	12.00	6.00	0.00	4.00	0.00	3.43	0.00	2.29	0.00	9.71
	Night (19-07)	12.00	4.00	0.00	3.00	0.00	2.29	0.00	1.71	0.00	
22	Day (07-19)	12.00	6.00	0.00	4.00	0.00	3.27	0.00	2.18	0.00	9.82
	Night (19-07)	12.00	5.00	0.00	3.00	0.00	2.73	0.00	1.64	0.00	
23	Day (07-19)	12.00	6.00	0.00	4.00	0.00	3.13	0.00	2.09	0.00	9.39
	Night (19-07)	12.00	5.00	0.00	3.00	0.00	2.61	0.00	1.57	0.00	
24	Day (07-19)	12.00	6.00	0.00	4.00	0.00	3.00	0.00	2.00	0.00	9.00
	Night (19-07)	12.00	5.00	0.00	3.00	0.00	2.50	0.00	1.50	0.00	
25	Day (07-19)	12.00	6.00	0.00	4.00	0.00	2.88	0.00	1.92	0.00	8.64
	Night (19-07)	12.00	5.00	0.00	3.00	0.00	2.40	0.00	1.44	0.00	
26	Day (07-19)	12.00	7.00	0.00	4.00	0.00	3.23	0.00	1.85	0.00	8.77
	Night (19-07)	12.00	5.00	0.00	3.00	0.00	2.31	0.00	1.38	0.00	
27	Day (07-19)	12.00	7.00	0.00	4.00	0.00	3.11	0.00	1.78	0.00	8.44
	Night (19-07)	12.00	5.00	0.00	3.00	0.00	2.22	0.00	1.33	0.00	
28	Day (07-19)	12.00	7.00	0.00	4.00	0.00	3.00	0.00	1.71	0.00	8.57
	Night (19-07)	12.00	6.00	0.00	3.00	0.00	2.57	0.00	1.29	0.00	

Unit Information

Additional Care Team Members				
Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Acute Care Director	x			
Clinical Manager	x			
Assistant Nurse Manager	x			
Clinical Nurse Educator	x			
Unit Assistant	x			
1:1 Sitter	x		x	x
Resource Nurse		x		x
IV Therapy	x	x		x
Monitor Technician	x		x	x
Rapid Response Team	x		x	x
Respiratory Therapy Support	x		x	x
Nutritionist	x			
Rehab Activities (OT, PT, Speech)	x			x
Clinical Pharmacist	x			x
Case Management	x			x
Wound Ostomy RN	x			x
Nurse Tech	x		x	x

Unit Information

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

☒ Activity such as patient admissions, discharges, and transfers

Admissions, discharges and transfers occur on this continuously operation unit.

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

med/surg tele inpatient and observation. Post surgical care.

☒ Skill mix

☒ Level of experience of nursing and patient care staff

☒ Need for specialized or intensive equipment

☒ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

MOC is comprised of 28 Double occupancy. MOC has 1 medication room, 1 centrally located supply room and an additional clean supply room. MOC is a double occupancy unit- 2 patient care beds in each room. Due to size of rooms and bathrooms bariatric patients are limited to 135kg (this is a guide only for use of equipment, bathrooms, showers, etc. bariatric rental and some specialty beds do not fit through doors). MOC has no reverse airflow rooms. Patients who require single occupancy or may need a non-shared bathroom (isolation, bowel prep, GI bleed, behaviors, end of life with large families, etc.). No Ethernet for new pacer monitoring.

☒ Other



DOH 346-154

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Patient Volume-based Staffing Matrix Formula Template

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:		Mental Health Center									
Unit/ Clinic Type:		Adult Inpatient Behavioral Health Unit									
Unit/ Clinic Address:		300 Hospital Parkway, Mount Vernon, WA 98274									
Average Daily Census:		13				Maximum # of Beds:			15		
Effective as of:		1/1/2025									
Census											
Census	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's	Min # of RN HPUS	Min # of LPN HPUS	Min # of CNA HPUS	Min # of UAP HPUS	Total Minimum Direct Pt. Care HPUS (hours per unit of service)
1	Day (07-19)	12.00	2.00	0.00	0.00	0.00	24.00	0.00	0.00	0.00	48.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	24.00	0.00	0.00	0.00	
2	Day (07-19)	12.00	2.00	0.00	0.00	0.00	12.00	0.00	0.00	0.00	24.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	12.00	0.00	0.00	0.00	
3	Day (07-19)	12.00	2.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	16.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	
4	Day (07-19)	12.00	2.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	12.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	
5	Day (07-19)	12.00	2.00	0.00	0.00	0.00	4.80	0.00	0.00	0.00	9.60
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	4.80	0.00	0.00	0.00	
6	Day (07-19)	12.00	2.00	0.00	0.00	0.00	4.00	0.00	0.00	0.00	8.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	4.00	0.00	0.00	0.00	
7	Day (07-19)	12.00	2.00	0.00	0.00	1.00	3.43	0.00	0.00	1.71	10.29
	Night (19-07)	12.00	2.00	0.00	0.00	1.00	3.43	0.00	0.00	1.71	
8	Day (07-19)	12.00	2.00	0.00	0.00	1.00	3.00	0.00	0.00	1.50	9.00
	Night (19-07)	12.00	2.00	0.00	0.00	1.00	3.00	0.00	0.00	1.50	
9	Day (07-19)	12.00	2.00	0.00	0.00	1.00	2.67	0.00	0.00	1.33	8.00
	Night (19-07)	12.00	2.00	0.00	0.00	1.00	2.67	0.00	0.00	1.33	
10	Day (07-19)	12.00	2.00	0.00	0.00	1.00	2.40	0.00	0.00	1.20	8.40
	Mid (09-2130)	12.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	1.20	
	Night (19-07)	12.00	2.00	0.00	0.00	1.00	2.40	0.00	0.00	1.20	
11	Day (07-19)	12.00	2.00	0.00	0.00	1.00	2.18	0.00	0.00	1.09	7.64
	Mid (09-2130)	12.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	1.09	
	Night (19-07)	12.00	2.00	0.00	0.00	1.00	2.18	0.00	0.00	1.09	
12	Day (07-19)	12.00	2.00	0.00	0.00	1.00	2.00	0.00	0.00	1.00	7.00
	Mid (09-2130)	12.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	1.00	
	Night (19-07)	12.00	2.00	0.00	0.00	1.00	2.00	0.00	0.00	1.00	
13	Day (07-19)	12.00	2.00	0.00	0.00	1.00	1.85	0.00	0.00	0.92	6.46
	Mid (09-2130)	12.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.92	
	Night (19-07)	12.00	2.00	0.00	0.00	1.00	1.85	0.00	0.00	0.92	
14	Day (07-19)	12.00	2.00	0.00	0.00	1.00	1.71	0.00	0.00	0.86	6.00
	Mid (09-2130)	12.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.86	
	Night (19-07)	12.00	2.00	0.00	0.00	1.00	1.71	0.00	0.00	0.86	
15	Day (07-19)	12.00	2.00	0.00	0.00	1.00	1.60	0.00	0.00	0.80	5.60
	Mid (09-2130)	12.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.80	
	Night (19-07)	12.00	2.00	0.00	0.00	1.00	1.60	0.00	0.00	0.80	

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Description:

Patients must be medically cleared upon admission of the MHC. Patients are either admitted on a Voluntary status or placed on an 120 hour involuntary hold, by a DCR after evaluation. The court hold may be released by a psychiatric provider or judge after a court hearing occurs.

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

Description:

Patients that are deemed a danger to self or others may require placement in the Seclusion or Restratin Room. Suicidal patients may be placed in a room with cameras.

- Skill mix

Description:

RN, Mental Health Techs, Case Managers, Group Coordinator, Project Coordinators, and Court Liaison.

- ☐
- Level of experience of nursing and patient care staff

Description:

- ☐ Need for specialized or intensive equipment

Description:

Violent Restraints

- ☐
- Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

Description:

The MHC is comprised of 13 rooms and 15 beds. There is one medication room, nursing station, enclosed patio, group/court room, two consult rooms, one soiled utility, seclusion room, restraint room, and one clean utility room.

- ☐
- Other

Description:



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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:	Mount Vernon Surgery Center ENDO					
Unit/ Clinic Type:	Surgery Center Endoscopy					
Unit/ Clinic Address:	211 S 13th St, Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Hours of the day						
Room assignment	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
1 Endoscopy Suite (8 am-4PM)	Days (7am-5 pm)	8.00	4.00	0.00	0.00	1.00
2 Endoscopy Suite (8 am-4PM)	Days (7am-5 pm)	8.00	7.00	0.00	0.00	3.00
3 Endoscopy Suite (8 am-4PM)	Days (7am-5 pm)	8.00	9.00	0.00	0.00	4.00

Shift Coverage

[illegible]

Unit Information

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as parent, guardian, discharge, and transfers	

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

- ☐ Skill mix

--

- ☐ Level of experience of nursing and patient care staff

[illegible]

- ☐ Need for specialized or intensive equipment

--

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

- ☐
- 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:	Mount Vernon Surgery Center OR					
Unit/ Clinic Type:	Operating Room					
Unit/ Clinic Address:	211 S 13th Street, Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Room assignment						
Room assignment	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
1 OR Suite (8 AM-4 PM)	Days	10.00	2.00	0.00	0.00	1.00
2 OR Suites (8 AM-4 PM)	Days	10.00	3.00	0.00	0.00	2.00
3 OR Suites (8 AM-4 PM)	Days	10.00	4.00	0.00	0.00	3.00
4 OR Suites (8 AM-4 PM)	Days	10.00	6.00	0.00	0.00	4.00

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

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

--

- ☐ Skill mix

- ☐ Level of experience of nursing and patient care staff

[illegible]

- ☐ Need for specialized or intensive equipment

--	--

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

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- ☐
- 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:	Mount Vernon Surgery Center					
Unit/ Clinic Type:	Perioperative Unit					
Unit/ Clinic Address:	211 S 13th Street, Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Room assignment						
Room assignment	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
1 OR Suite (8AM-4PM)	Days 0530 to 1900	8 hr and 10 hr	3.00	0.00	1.00	0.00
2 OR Suite (8AM-4PM)	Days 0530 to 1900	8 hr and 10 hr	3.00	0.00	1.00	0.00
3 OR Suite (8AM-4PM)	Days 0530 to 1900	8 hr and 10 hr	4.00	0.00	1.00	0.00
4 OR Suite (8AM-4PM)	Days 0530 to 1900	8 hr and 10 hr	5.00	0.00	1.00	0.00

Additional Care Team Members

[illegible]

Unit Information

(Check all that apply):

- ☐ Activity such as patient admissions, discharges, and transfers.

Activity such as patent, emissions, mortgages, and transfers	

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

- ☐ Skill mix

[illegible]

- ☐ Level of experience of nursing and patient care staff

2. What is the purpose of the study? (100 words)	
The purpose of the study is to investigate the effect of the intervention on the outcome.	

- ☐ Need for specialized or intensive equipment

[illegible]

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

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- ☐
- Other

We follow ASPAN standards 2 patients per one nurse in phase 1 depending on acuity. Two RN's one that is a Perianesthesia RN are in the same room/unit where the patient is receiving phase one care.



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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:	Skagit Valley Hospital Endoscopy					
Unit/ Clinic Type:	Endoscopy Department					
Unit/ Clinic Address:	300 Hospital Parkway, Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Room assignment						
Room assignment	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
1 Endoscopy Suite (8 AM-4 PM)	Days (7am-3:30)	8	1	0	0	0
	Days (7:30-3:30)	8	1	0	0	1
	Days (8am-4:30)	8	1	0	0	1
	Days(8:30-5pm)	8	1	0	0	0
2 Endoscopy Suite (8 AM-4 PM)	Days (7am-3:30)	8	1	0	0	0
	Days (7:30-3:30)	8	2	0	0	2
	Days (8am-4:30)	8	3	0	0	1
	Days(8:30-5pm)	8	2	0	0	0
3 Endoscopy Suite (8 AM-4 PM)	Days (7am-3:30)	8	1	0	0	0
	Days (7:30-3:30)	8	3	0	0	2
	Days (8am-4:30)	8	4	0	0	2
	Days(8:30-5pm)	8	3	0	0	1

Unit Information

Additional Care Team Members

Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Charge RN	x			
Director	x			
Business Manager	x			
Clinical Manager	x			
VAT Coordinator	x			
Clinical Quality and Charge Auditor	x			
Staffing Coordinator	x			
Surgery Schedulers	x			
IV Therapy	x			
Interpreter Services	x			

Unit Information

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

☐ Activity such as patient admissions, discharges, and transfers

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

☐ Skill mix

☐ Level of experience of nursing and patient care staff

☐ Need for specialized or intensive equipment

☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

☐ 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:	Skagit Valley Hospital Operating Room					
Unit/ Clinic Type:	Operating Room					
Unit/ Clinic Address:	300 Hospital Parkway, Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Room assignment						
Room assignment	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
1 OR Suite (0730-1500)	Days 0645 - 1515	8	2	0	0	2
	Evenings 1300 - 2130	8	1	0	0	1
1 OR Suite (0730-1700)	Days 0645 - 1515	8	1	0	0	1
	Days 0645 - 1715	10	1	0	0	0
	Evenings 1100 - 1930	8	1	0	0	1
	Evenings 1100 - 2130 or 1300-2130	10	1	0	0	0
2 OR Suite (0730-1500)	Days 0645 - 1515	8	2	0	0	2
	Days 0645 - 1715	10	1	0	0	0
	Evenings 1100 - 1930	8	1	0	0	1
	Evenings 1100 - 2130 or 1300-2130	10	1	0	0	1
2 OR Suite (0730-1700)	Days 0645 - 1515	8	2	0	0	2
	Days 0645 - 1715	10	1	0	0	0
	Evenings 1100 - 1930	8	2	0	0	1
	Evenings 1100 - 2130 or 1300-2130	10	1	0	0	1
3 OR Suite (0730-1500)	Days 0645 - 1515	8	3	0	0	2
	Days 0645 - 1715	10	2	0	0	1
	Evenings 1100 - 1930	8	2	0	0	2
	Evenings 1100 - 2130 or 1300-2130	10	1	0	0	1
3 OR Suite (0730-1700)	Days 0645 - 1515	8	3	0	0	2
	Days 0645 - 1715	10	2	0	0	1
	Evenings 1100 - 1930	8	2	0	0	2
	Evenings 1100 - 2130 or 1300-2130	10	1	0	0	1
4 OR Suite (0730-1500)	Days 0645 - 1515	8	4	0	0	3
	Days 0645 - 1715	10	2	0	0	1
	Evenings 1100 - 1930	8	3	0	0	2
	Evenings 1100 - 2130 or 1300-2130	10	1	0	0	1
4 OR Suite (0730-1700)	Days 0645 - 1515	8	4	0	0	3
	Days 0645 - 1715	10	2	0	0	1
	Evenings 1100 - 1930	8	3	0	0	3
	Evenings 1100 - 2130 or 1300-2130	8 or 10	1	0	0	1
5 OR Suite (0730-1500)	Days 0645 - 1515	8	6	0	0	3
	Days 0645 - 1715	10	3	0	0	1
	Evenings 1100 - 1930	8	3	0	0	3
	Evenings 1100 - 2130 or 1300-2130	10	1	0	0	1
5 OR Suite (0730-1700)	Days 0645 - 1515	8	6	0	0	3
	Days 0645 - 1715	10	3	0	0	2
	Evenings 1100 - 1930	8	3	0	0	3
	Evenings 1100 - 2130 or 1300-2130	10	1	0	0	1
6 OR Suite (0730-1500)	Days 0645 - 1515	8	7	0	0	4
	Days 0645 - 1715	10	3	0	0	3
	Evenings 1100 - 1930	8	5	0	0	3
	Evenings 1100 - 2130 or 1300-2130	10	1	0	0	1
6 OR Suite (0730-1700)	Days	8	7	0	0	4
	Days	10	3	0	0	3
	Evenings	8	6	0	0	3
	Evenings	10	1	0	0	1

Unit Information

Additional Care Team Members

Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Charge RN	M - F 5:45a - 2:15p	2:15-9:30		
Director	M - F 8:00a - 4:30p			
Business Manager	M - F 8:00a - 4:30p			
Clinical Manager	M - F 8:00a - 4:30p			
Implant Coordinator	M - F 6:30a - 3:00p			
VAT Coordinator	M - F 8:00a - 4:30p			
Clinical Quality and Charge Auditor	M - F 8:00a - 4:30p			
Staffing Coordinator	M - F 7:00a - 3:30p			
Surgery Schedulers	M - F 8:30a - 5:00p			
Inventory Control	M - F 6:00a - 2:30p	12:00-7:00pm		
Anesthesia Tech	M - F 6:00a - 2:30p	12:00 - 7:30p		

Unit Information

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

☐ Activity such as patient admissions, discharges, and transfers

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

☐ Skill mix

☐ Level of experience of nursing and patient care staff

☐ Need for specialized or intensive equipment

☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

☐ 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:	Post Anesthesia Care Unit					
Unit/ Clinic Type:	PACU/Pre/Post Operative					
Unit/ Clinic Address:	300 Hospital Parkway, Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Room assignment						
Room assignment	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
1 OR Suite	Days- 0500 to 1800	8	4	0	1	0
	evenings 1330-2400	8	2	0	0	0
	start times vary					
2 OR Suite	Days 0500 to 1800	8	4	0	1	0
	evenings 1330-2400	8	2	0	0	0
	start times vary					
3 OR Suite	Days 0500 to 1800	8	4	0	1	0
	evenings 1330-2400	8	2	0	0	0
	start times vary					
4 OR Suite	Days 0500 to 1800	8	4	0	1	0
	evenings 1130-2400	8	3	0	0	0
	start times vary					
5 OR Suite	Days 0500 to 1800	8	5	0	1	0
	Evenings 1130-2400	8	4	0	0	0
	start times vary					
6 OR Suite	Days 0500 to 1800	8	6	0	1	0
	Evenings 1130 -2400	8	4	0	0	0
	start times vary					



Unit Information

Shift Coverage

Unit Information

We follow ASPAN standards 2 patients per one nurse in phase 1 depending on acuity. Two RN's one that is a Perianesthesia RN are in the same room/unit where the patient is receiving phase one care.



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Patient Volume-based Staffing Matrix Formula Template

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:		Orthopedic And Surgical Care									
Unit/ Clinic Type:		Adult Inpatient Medical and Surgical and Oncology Unit									
Unit/ Clinic Address:		300 Hospital Parkway, Mount Vernon, WA 98274									
Average Daily Census:		30			Maximum # of Beds:			30			
Effective as of:		1/1/2025									
Census											
Census	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's	Min # of RN HPUS	Min # of LPN HPUS	Min # of CNA HPUS	Min # of UAP HPUS	Total Minimum Direct Pt. Care HPUS (hours per unit of service)
1	Day (07-19)	12.00	2.00	0.00	0.00	0.00	24.00	0.00	0.00	0.00	48.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	24.00	0.00	0.00	0.00	
2	Day (07-19)	12.00	2.00	0.00	0.00	0.00	12.00	0.00	0.00	0.00	24.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	12.00	0.00	0.00	0.00	
3	Day (07-19)	12.00	2.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	16.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	
4	Day (07-19)	12.00	2.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	12.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	
5	Day (07-19)	12.00	2.00	0.00	0.00	0.00	4.80	0.00	0.00	0.00	9.60
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	4.80	0.00	0.00	0.00	
6	Day (07-19)	12.00	2.00	0.00	0.00	0.00	4.00	0.00	0.00	0.00	8.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	4.00	0.00	0.00	0.00	
7	Day (07-19)	12.00	2.00	0.00	0.00	0.00	3.43	0.00	0.00	0.00	6.86
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	3.43	0.00	0.00	0.00	
8	Day (07-19)	12.00	3.00	0.00	1.00	0.00	4.50	0.00	1.50	0.00	9.00
	Night (19-07)	12.00	2.00	0.00	0.00	0.00	3.00	0.00	0.00	0.00	
9	Day (07-19)	12.00	3.00	0.00	1.00	0.00	4.00	0.00	1.33	0.00	9.33
	Night (19-07)	12.00	2.00	0.00	1.00	0.00	2.67	0.00	1.33	0.00	
10	Day (07-19)	12.00	3.00	0.00	1.00	0.00	3.60	0.00	1.20	0.00	8.40
	Night (19-07)	12.00	2.00	0.00	1.00	0.00	2.40	0.00	1.20	0.00	
11	Day (07-19)	12.00	3.00	0.00	1.00	0.00	3.27	0.00	1.09	0.00	7.64
	Night (19-07)	12.00	2.00	0.00	1.00	0.00	2.18	0.00	1.09	0.00	
12	Day (07-19)	12.00	3.00	0.00	1.00	0.00	3.00	0.00	1.00	0.00	8.00
	Night (19-07)	12.00	2.00	0.00	2.00	0.00	2.00	0.00	2.00	0.00	
13	Day (07-19)	12.00	3.00	0.00	1.00	0.00	2.77	0.00	0.92	0.00	8.31
	Night (19-07)	12.00	3.00	0.00	2.00	0.00	2.77	0.00	1.85	0.00	
14	Day (07-19)	12.00	3.00	0.00	2.00	0.00	2.57	0.00	1.71	0.00	8.57
	Night (19-07)	12.00	3.00	0.00	2.00	0.00	2.57	0.00	1.71	0.00	
15	Day (07-19)	12.00	4.00	0.00	2.00	0.00	3.20	0.00	1.60	0.00	8.80
	Night (19-07)	12.00	3.00	0.00	2.00	0.00	2.40	0.00	1.60	0.00	
16	Day (07-19)	12.00	4.00	0.00	3.00	0.00	3.00	0.00	2.25	0.00	9.00
	Night (19-07)	12.00	3.00	0.00	2.00	0.00	2.25	0.00	1.50	0.00	
17	Day (07-19)	12.00	4.00	0.00	3.00	0.00	2.82	0.00	2.12	0.00	8.47
	Night (19-07)	12.00	3.00	0.00	2.00	0.00	2.12	0.00	1.41	0.00	
18	Day (07-19)	12.00	5.00	0.00	3.00	0.00	3.33	0.00	2.00	0.00	9.33
	Night (19-07)	12.00	4.00	0.00	2.00	0.00	2.67	0.00	1.33	0.00	
19	Day (07-19)	12.00	5.00	0.00	3.00	0.00	3.16	0.00	1.89	0.00	8.84
	Night (19-07)	12.00	4.00	0.00	2.00	0.00	2.53	0.00	1.26	0.00	
20	Day (07-19)	12.00	5.00	0.00	3.00	0.00	3.00	0.00	1.80	0.00	8.40
	Night (19-07)	12.00	4.00	0.00	2.00	0.00	2.40	0.00	1.20	0.00	
21	Day (07-19)	12.00	5.00	0.00	3.00	0.00	2.86	0.00	1.71	0.00	8.57
	Night (19-07)	12.00	4.00	0.00	3.00	0.00	2.29	0.00	1.71	0.00	
22	Day (07-19)	12.00	6.00	0.00	3.00	0.00	3.27	0.00	1.64	0.00	8.73
	Night (19-07)	12.00	4.00	0.00	3.00	0.00	2.18	0.00	1.64	0.00	
23	Day (07-19)	12.00	6.00	0.00	3.00	0.00	3.13	0.00	1.57	0.00	8.87
	Night (19-07)	12.00	5.00	0.00	3.00	0.00	2.61	0.00	1.57	0.00	
24	Day (07-19)	12.00	6.00	0.00	4.00	0.00	3.00	0.00	2.00	0.00	8.50
	Night (19-07)	12.00	5.00	0.00	2.00	0.00	2.50	0.00	1.00	0.00	
25	Day (07-19)	12.00	6.00	0.00	4.00	0.00	2.88	0.00	1.92	0.00	8.64
	Night (19-07)	12.00	5.00	0.00	3.00	0.00	2.40	0.00	1.44	0.00	
26	Day (07-19)	12.00	7.00	0.00	4.00	0.00	3.23	0.00	1.85	0.00	8.77
	Night (19-07)	12.00	5.00	0.00	3.00	0.00	2.31	0.00	1.38	0.00	
27	Day (07-19)	12.00	7.00	0.00	4.00	0.00	3.11	0.00	1.78	0.00	8.44
	Night (19-07)	12.00	5.00	0.00	3.00	0.00	2.22	0.00	1.33	0.00	
28	Day (07-19)	12.00	7.00	0.00	4.00	0.00	3.00	0.00	1.71	0.00	8.57
	Night (19-07)	12.00	6.00	0.00	3.00	0.00	2.57	0.00	1.29	0.00	
29	Day (07-19)	12.00	7.00	0.00	4.00	0.00	2.90	0.00	1.66	0.00	8.28
	Night (19-07)	12.00	6.00	0.00	3.00	0.00	2.48	0.00	1.24	0.00	
30	Day (07-19)	12.00	7.00	0.00	4.00	0.00	2.80	0.00	1.60	0.00	8.00
	Night (19-07)	12.00	6.00	0.00	3.00	0.00	2.40	0.00	1.20	0.00	

Unit Information

Additional Care Team Members				
Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Acute Care Director	x			
Clinical Manager	x			
Assistant Nurse Manager	x			
Clinical Nurse Educator	x			
Unit Assistant	x			x
1:1 Sitter	x		x	x
Resource Nurse		x		x
IV Therapy	x	x		x
Monitor Technician	x		x	x
Rapid Response Team	x		x	x
Respiratory Therapy Support	x		x	x
Nutritionist	x			
Rehab Activities (OT, PT, Speech)	x			x
Clinical Pharmacist	x			x
Case Management	x			x
Wound Ostomy RN	x			x
Nurse Tech	x		x	x

Unit Information

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

- ☒ Activity such as patient admissions, discharges, and transfers

Description:

Admissions, discharges and transfers occur as needed and with bed availability.

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

Description:

Med/Surg tele inpatient and observation. Adult post surgical care. Chemotherapy.

- ☒ Skill mix

Description:

- ☒ Level of experience of nursing and patient care staff

Description:

- ☐ Need for specialized or intensive equipment

Description:

- ☒ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

Description:

OSC is comprised of 30 private rooms, 2 medication rooms, 2 soiled utility rooms, a centrally located supply room and a clean equipment room.

- ☒ Other

Description:



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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:	Skagit Valley Hospital Outpatient Infusion					
Unit/ Clinic Type:	Outpatient Infusion					
Unit/ Clinic Address:	300 Hospital Parkway Mt Vernon WA 98274					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
	Monday					
0645-1915		12	3	0	1	0
0700-1730		10	0	0	1	0
0800-1630		8	1	0	0	0
	Tuesday					
0645-1915		12	3	0	1	0
0700-1730		10	0	0	1	0
0800-1630		8	1	0	0	0
	Wednesday					
0645-1915		12	3	0	1	0
0700-1730		10	0	0	1	0
0800-1630		8	1	0	0	0
	Thursday					
0645-1915		12	3	0	1	0
0700-1730		10	0	0	1	0
0800-1630		8	1	0	0	0
	Friday					
0645-1915		12	3	0	1	0
0700-1730		10	0	0	1	0
0800-1630		8	1	0	0	0
	Saturday					
0645-1915		12	3	0	1	0
0700-1730		10	0	0	1	0
0800-1630		8	1	0	0	0
	Sunday					
ON CALL		4	1	0	0	0

Additional Care Team Members

Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Regional Director	X			
Outpatient Infusion Manager	X			
Unit Assistant	X	X		
IV Therapy	X	X		
Clinical Pharmacist	X			
Phlebotomist	X	X		

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

- [illegible]

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Patient acuity level, intensity of care needs, and the type of care to be delivered on each shift |
|-------------------------------------|---|

Outpatient infusions given in the treatment of neurological, rheumatological, oncologic, hematologic, GI, and infectious disease conditions appropriate for the ambulatory setting.

- | | |
|---|-----------|
| ✓ | Skill mix |
|---|-----------|

Infusion room staffing requires RN's to deliver patient care and administer infusions. CNA assist RN's with basic patient care

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Level of experience of nursing and patient care staff |
|-------------------------------------|---|

ONS Chemotherapy/Immunotherapy provider certificates are required for RN's prior to administering chemotherapy/immunotherapy in the outpatient infusion unit. BLS required for clinical staff.

- | | | | | | |
|--------------------------|---|--|--|--|--|
| | | | | | |
| <input type="checkbox"/> | Need for specialized or intensive equipment | | | | |

- | | |
|-------------------------------------|---|
| <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 |
|-------------------------------------|---|

Outpatient infusion unit consists of 3 rooms with 2 infusion chairs and 1 room with 3 infusion chairs. There is a central nurses station with a pyxis and supply area. Clean and dirty utility rooms are within the unit.

- | | |
|--------------------------|-------|
| | |
| <input type="checkbox"/> | Other |



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Patient Volume-based Staffing Matrix Formula Template

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:		Skagit Valley Hospital Progressive and Critical Care									
Unit/ Clinic Type:		Adult Medical Surgical Care Unit									
Unit/ Clinic Address:		300 Hospital Parkway, Mount Vernon, WA 98274									
Average Daily Census:		20			Maximum # of Beds:			20			
Effective as of:		1/1/2025									
Census											
Census	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's	Min # of RN HPUS	Min # of LPN HPUS	Min # of CNA HPUS	Min # of UAP HPUS	Total Minimum Direct Pt. Care HPUS (hours per unit of service)
1	Day (07-1900)	12.00	2.00	0.00	1.00	0.00	24.00	0.00	12.00	0.00	72.00
	Night (1900-0700)	12.00	2.00	0.00	1.00	0.00	24.00	0.00	12.00	0.00	
2	Day (07-1900)	12.00	2.00	0.00	1.00	0.00	12.00	0.00	6.00	0.00	36.00
	Night (1900-0700)	12.00	2.00	0.00	1.00	0.00	12.00	0.00	6.00	0.00	
3	Day (07-1900)	12.00	2.00	0.00	1.00	0.00	8.00	0.00	4.00	0.00	24.00
	Night (1900-0700)	12.00	2.00	0.00	1.00	0.00	8.00	0.00	4.00	0.00	
4	Day (07-1900)	12.00	2.00	0.00	1.00	0.00	6.00	0.00	3.00	0.00	18.00
	Night (1900-0700)	12.00	2.00	0.00	1.00	0.00	6.00	0.00	3.00	0.00	
5	Day (07-1900)	12.00	2.00	0.00	2.00	0.00	4.80	0.00	4.80	0.00	19.20
	Night (1900-0700)	12.00	2.00	0.00	2.00	0.00	4.80	0.00	4.80	0.00	
6	Day (07-1900)	12.00	2.00	0.00	2.00	0.00	4.00	0.00	4.00	0.00	16.00
	Night (1900-0700)	12.00	2.00	0.00	2.00	0.00	4.00	0.00	4.00	0.00	
7	Day (07-1900)	12.00	3.00	0.00	2.00	0.00	5.14	0.00	3.43	0.00	17.14
	Night (1900-0700)	12.00	3.00	0.00	2.00	0.00	5.14	0.00	3.43	0.00	
8	Day (07-1900)	12.00	3.00	0.00	2.00	0.00	4.50	0.00	3.00	0.00	15.00
	Night (1900-0700)	12.00	3.00	0.00	2.00	0.00	4.50	0.00	3.00	0.00	
9	Day (07-1900)	12.00	3.00	0.00	2.00	0.00	4.00	0.00	2.67	0.00	13.33
	Night (1900-0700)	12.00	3.00	0.00	2.00	0.00	4.00	0.00	2.67	0.00	
10	Day (07-1900)	12.00	3.00	0.00	2.00	0.00	3.60	0.00	2.40	0.00	12.00
	Night (1900-0700)	12.00	3.00	0.00	2.00	0.00	3.60	0.00	2.40	0.00	
11	Day (07-1900)	12.00	4.00	0.00	2.00	0.00	4.36	0.00	2.18	0.00	13.09
	Night (1900-0700)	12.00	4.00	0.00	2.00	0.00	4.36	0.00	2.18	0.00	
12	Day (07-1900)	12.00	4.00	0.00	2.00	0.00	4.00	0.00	2.00	0.00	12.00
	Night (1900-0700)	12.00	4.00	0.00	2.00	0.00	4.00	0.00	2.00	0.00	
13	Day (07-1900)	12.00	4.00	0.00	2.00	0.00	3.69	0.00	1.85	0.00	11.08
	Night (1900-0700)	12.00	4.00	0.00	2.00	0.00	3.69	0.00	1.85	0.00	
14	Day (07-1900)	12.00	4.00	0.00	2.00	0.00	3.43	0.00	1.71	0.00	10.29
	Night (1900-0700)	12.00	4.00	0.00	2.00	0.00	3.43	0.00	1.71	0.00	
15	Day (07-1900)	12.00	4.00	0.00	2.00	0.00	3.20	0.00	1.60	0.00	9.60
	Night (1900-0700)	12.00	4.00	0.00	2.00	0.00	3.20	0.00	1.60	0.00	
16	Day (07-1900)	12.00	4.00	0.00	2.00	0.00	3.00	0.00	1.50	0.00	9.00
	Night (1900-0700)	12.00	4.00	0.00	2.00	0.00	3.00	0.00	1.50	0.00	
17	Day (07-1900)	12.00	5.00	0.00	3.00	0.00	3.53	0.00	2.12	0.00	10.59
	Night (1900-0700)	12.00	5.00	0.00	2.00	0.00	3.53	0.00	1.41	0.00	
18	Day (07-1900)	12.00	5.00	0.00	3.00	0.00	3.33	0.00	2.00	0.00	10.00
	Night (1900-0700)	12.00	5.00	0.00	2.00	0.00	3.33	0.00	1.33	0.00	
19	Day (07-1900)	12.00	5.00	0.00	3.00	0.00	3.16	0.00	1.89	0.00	9.47
	Night (1900-0700)	12.00	5.00	0.00	2.00	0.00	3.16	0.00	1.26	0.00	
20	Day (07-1900)	12.00	5.00	0.00	3.00	0.00	3.00	0.00	1.80	0.00	9.00
	Night (1900-0700)	12.00	5.00	0.00	2.00	0.00	3.00	0.00	1.20	0.00	

Unit Information

Additional Care Team Members				
Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Acute Care Director	x			
Clinical Manager	x			
Assistant Nurse Manager	x			
Clinical Nurse Educator	x			
Unit Assistant	x	x		x
1:1 Sitter	x		x	x
Resource Nurse		x		x
IV Therapy	x	x		x
Monitor Technician	x		x	x
Rapid Response Team	x		x	x
Respiratory Therapy Support	x		x	x
Nutritionist	x			
Rehab Activities (OT, PT, Speech)	x			x
Clinical Pharmacist	x			x
Case Management	x			x
Wound Ostomy RN	x			x
Nurse Tech	x		x	x

Unit Information

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

- ☒ Activity such as patient admissions, discharges, and transfers

Description:

Admissions, discharges and transfers occur on this continuously operational unit.

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

Description:

Progressive care level, includes titratable drips, active stroke patients, unstable respiratory status (non-vented), CWIA patients with high scores requiring frequent monitoring/interventions.

- ☒ Skill mix

Description:

NIHSS certification within 6 months of hire date.

- ☒ Level of experience of nursing and patient care staff

Description:

Progressive patients 1:4 - assignments adjusted to 1:3 for higher acuity needs or downgrading CCU patients and balancing split assignment needs of unit.

- ☐ Need for specialized or intensive equipment

Description:

- ☒ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

Description:

PCC is comprised of 31 beds that can fluctuate to support CCU level of care as the need arises (see CCU staffing plan). There are 2 medication rooms, 2 clean supply rooms and an additional centrally located supply/nutrition room, respiratory therapy ABG lab, CMU, 2 dirty utility rooms.

- ☐ Other

Description:



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Patient Volume-based Staffing Matrix Formula Template

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:		Critical Care Unit									
Unit/ Clinic Type:		Adult Critical Care Unit									
Unit/ Clinic Address:		300 Hospital Parkway, Mount Vernon, WA 98274									
Average Daily Census:		10				Maximum # of Beds:			11		
Effective as of:		1/1/2025									
Census											
Census	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's	Min # of RN HPUS	Min # of LPN HPUS	Min # of CNA HPUS	Min # of UAP HPUS	Total Minimum Direct Pt. Care HPUS (hours per unit of service)
1	Day (0700-19000	12.00	2.00	0.00	0.00	0.00	24.00	0.00	0.00	0.00	48.00
	Night (1900-0700)	12.00	2.00	0.00	0.00	0.00	24.00	0.00	0.00	0.00	
2	Day (0700-19000	12.00	2.00	0.00	0.00	0.00	12.00	0.00	0.00	0.00	24.00
	Night (1900-0700)	12.00	2.00	0.00	0.00	0.00	12.00	0.00	0.00	0.00	
3	Day (0700-19000	12.00	2.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	16.00
	Night (1900-0700)	12.00	2.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	
4	Day (0700-19000	12.00	2.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	12.00
	Night (1900-0700)	12.00	2.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	
5	Day (0700-19000	12.00	3.00	0.00	0.00	0.00	7.20	0.00	0.00	0.00	14.40
	Night (1900-0700)	12.00	3.00	0.00	0.00	0.00	7.20	0.00	0.00	0.00	
6	Day (0700-19000	12.00	3.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	12.00
	Night (1900-0700)	12.00	3.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	
7	Day (0700-19000	12.00	4.00	0.00	0.00	0.00	6.86	0.00	0.00	0.00	13.71
	Night (1900-0700)	12.00	4.00	0.00	0.00	0.00	6.86	0.00	0.00	0.00	
8	Day (0700-19000	12.00	4.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	12.00
	Night (1900-0700)	12.00	4.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	
9	Day (0700-19000	12.00	5.00	0.00	0.00	0.00	6.67	0.00	0.00	0.00	13.33
	Night (1900-0700)	12.00	5.00	0.00	0.00	0.00	6.67	0.00	0.00	0.00	
10	Day (0700-19000	12.00	5.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	12.00
	Night (1900-0700)	12.00	5.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	
11	Day (0700-19000	12.00	6.00	0.00	0.00	0.00	6.55	0.00	0.00	0.00	13.09
	Night (1900-0700)	12.00	6.00	0.00	0.00	0.00	6.55	0.00	0.00	0.00	

Unit Information

Additional Care Team Members

Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Acute Care Director	x			
Clinical Manager	x			
Assistant Nurse Manager	x			
Clinical Nurse Educator	x			
Unit Assistant	x			
1:1 Sitter	x	x	x	x
Resource Nurse		x		x
IV Therapy	x	x		x
Monitor Technician	x		x	x
Rapid Response Team	x		x	x
Respiratory Therapy Support	x		x	x
Nutritionist	x			
Rehab Activities (OT, PT, Speech)	x			x
Clinical Pharmacist	x			x
Case Management	x			x
Wound Ostomy RN	x			x
Nurse Tech	x		x	x

Unit Information

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

☒ Activity such as patient admissions, discharges, and transfers

Description:

Admissions, discharges and transfers occur on this continuously operational unit.

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

Description:

CCU level of care.

☐ Skill mix

Description:

☒ Level of experience of nursing and patient care staff

Description:

ACLS required, NIHSS certified

☒ Need for specialized or intensive equipment

Description:

Ventilators, non invasive bi-level positive airway pressure therapy, glide scope, non invasive hemodynamic monitoring.

☒ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

Description:

CCU is a private 31 bed unit shared with PCC which fluctuates to accommodate level of care needs. Combined, there are 2 medication rooms, 2 clean supply rooms and an additional centrally located supply/nutrition room, respiratory therapy ABG lab, CMU, and 2 dirty utility rooms

☐ Other

Description:



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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:	Skagit Valley Hospital Special Observation Unit					
Unit/ Clinic Type:	Hospital-based Short Stay Unit					
Unit/ Clinic Address:	300 Hospital Parkway, Mount Vernon, WA 98274					
Effective as of:	Januray 1, 2025					
Hours of the day						
Hour of the day	Shift Type	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
6:00 AM	Day (06-1630)	10	1	0	0	0
0630 AM	Day (0600-1630)	10	1	0	0	0
	Day (0630-1700)	10	1	0	0	0
7:00 AM	Day (0600-1630)	10	1	0	0	0
	Day (0630-1700)	10	1	0	0	0
	Day (0700-1730)	10	1	0	0	0
10:00 AM	Day (0600-1630)	10	1	0	0	0
	Day (0630-1700)	10	1	0	0	0
	Day (0700-1730)	10	1	0	0	0
	Evening (1000-2030)	10	2	0	0	0
11:00 AM	Day (0600-1630)	10	1	0	0	0
	Day (0630-1700)	10	1	0	0	0
	Day (0700-1730)	10	1	0	0	0
	Evening (1000-2030)	10	2	0	0	0
12:00 PM	Day (0600-1630)	10	1	0	0	0
	Day (0630-1700)	10	1	0	0	0
	Day (0700-1730)	10	1	0	0	0
	Evening (1000-2030)	10	2	0	0	0
1:00 PM	Day (0600-1630)	10	1	0	0	0
	Day (0630-1700)	10	1	0	0	0
	Day (0700-1730)	10	1	0	0	0
	Evening (1000-2030)	10	2	0	0	0
2:00 PM						
	Day (0600-1630)	10	1	0	0	0
	Day (0630-1700)	10	1	0	0	0
	Day (0700-1730)	10	1	0	0	0
	Evening (1000-2030)	10	2	0	0	0
3:00 PM						
	Day (0600-1630)	10	1	0	0	0
	Day (0630-1700)	10	1	0	0	0
	Day (0700-1730)	10	1	0	0	0
	Evening (1000-2030)	10	2	0	0	0
4:30 PM						
	Day (0630-1700)	10	1	0	0	0
	Day (0700-1730)	10	1	0	0	0
	Evening (1000-2030)	10	2	0	0	0
5:00 PM						
	Day (0700-1730)	10	1	0	0	0
	Evening (1000-2030)	10	2	0	0	0
5:30 PM						
7:00 PM	Evening (1000-2030)	10	2	0	0	0
8:00 PM						
	Evening (1000-2030)	10	2	0	0	0

Unit Information

Additional Care Team Members				
Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Clinical Director	x			
Clinical Nurse Educator	x			
Unit Assistant	x			
IV Therapy Team	x	x		
Rapid Response Team	x	x	x	x
Respiratory Therapy Support	x	x	x	x
Clinical Pharmacist	x	x	x	x
Administrative Supervisor	x			
Wound Ostomy RN	x			
Cardiac/Stroke Coordinator	x			

Unit Information

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

☐ Activity such as patient admissions, discharges, and transfers

Unit is staffed M-F with call RN 08-18 Saturday and Sunday

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

☐ Skill mix

☐ Level of experience of nursing and patient care staff

☐ Need for specialized or intensive equipment

☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

☐ 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:	Skagit Regional Clinics, Urgent Care Clinic Riverbend					
Unit/ Clinic Type:	Urgent Care Clinic					
Unit/ Clinic Address:	2320 Freeway Drive, Mount Vernon, WA 98273					
Effective as of:	1/1/2025					
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
Monday	Day (0730-1930)	12	1	0	0	2
Tuesday	Day (0730-1930)	12	1	0	0	2
Wednesday	Day (0730-1930)	12	1	0	0	2
Thursday	Day (0730-1930)	12	1	0	0	2
Friday	Day (0730-1930)	12	1	0	0	2
Saturday	Day (0800-1600)	8	1	0	0	2
Sunday	Day (0800-1600)	8	1	0	0	2

Additional Care Team Members

[illegible]

Unit Information

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

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as parent, guardian, discharge, and transfers	

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

- ☐ Skill mix

Per department staffing guidelines.

- ☐ Level of experience of nursing and patient care staff

[illegible]

- ☐ Need for specialized or intensive equipment

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- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

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- ☐
- Other

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Fixed Staffing Matrix

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Unit/ Clinic Name:	Skagit Regional Clinics, Urgent Care Clinic Smokey Point					
Unit/ Clinic Type:	Urgent Care Clinic					
Unit/ Clinic Address:	3823 172nd St. NE, Arlington, WA 98223					
Effective as of:	1/1/2025					
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
Monday	Day (0730-1930)	12	1	0	0	2
Tuesday	Day (0730-1930)	12	1	0	0	2
Wednesday	Day (0730-1930)	12	1	0	0	2
Thursday	Day (0730-1930)	12	1	0	0	2
Friday	Day (0730-1930)	12	1	0	0	2
Saturday	Day (0800-1600)	8	1	0	0	2
Sunday	Day (0800-1600)	8	1	0	0	2

Additional Care Team Members

[illegible]

Unit Information

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

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as parent, guardian, discharge, and transfers	

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

- ☐ Skill mix

Per department staffing guidelines.

- ☐ Level of experience of nursing and patient care staff

- ☐ Need for specialized or intensive equipment

<u><i>Need for specialized maintenance equipment</i></u>					

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

- ☐
- Other

A screenshot of a web browser window. The title bar at the top shows a single tab labeled "Galeri". The main content area of the browser is completely blank and white. The address bar and other interface elements are not clearly visible.



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Fixed Staffing Matrix

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Unit/ Clinic Name:	Skagit Regional Clinics, Urgent Care Clinic Station Square					
Unit/ Clinic Type:	Urgent Care Clinic					
Unit/ Clinic Address:	901 S. 5th Street, Mount Vernon, WA 98273					
Effective as of:	1/1/2025					
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
Monday	Day (0730-1930)	12	1	0	0	2
Tuesday	Day (0730-1930)	12	1	0	0	2
Wednesday	Day (0730-1930)	12	1	0	0	2
Thursday	Day (0730-1930)	12	1	0	0	2
Friday	Day (0730-1930)	12	1	0	0	2
Saturday	Day (0800-1600)	8	1	0	0	2
Sunday	Day (0800-1600)	8	1	0	0	2

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as parent, guardian, discharge, and transfers	

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

--

- ☐ Skill mix

Per department staffing guidelines.

- ☐ Level of experience of nursing and patient care staff

[illegible]

- ☐ Need for specialized or intensive equipment

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- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

- ☐
- 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:	Skagit Valley Wound Healing Center					
Unit/ Clinic Type:	Outpatient Wound Clinic					
Unit/ Clinic Address:	208 Hospital Parkway, Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 am-4:30 pm	Monday	8	3	1	0	0
	Tuesday	8	3	1	0	0
	Wednesday	8	3	1	0	0
	Thursday	8	3	1	0	0
	Friday	8	2	1	0	0
	Saturday	closed	closed	closed	closed	closed
	Sunday	closed	closed	closed	closed	closed

Additional Care Team Members

[illegible]

Unit Information

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

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as parent, guardian, discharge, and transfers	

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

--

- ☐ Skill mix

[illegible]

- ☐ Level of experience of nursing and patient care staff

- ☐ Need for specialized or intensive equipment

	Need for specialized maintenance equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

- ☐
- Other

A screenshot of a web browser window. The address bar at the top shows "Galeri". The main content area of the browser is completely blank and white.



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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:	Skagit Regional Clinics-Nephrology					
Unit/ Clinic Type:	Outpatient Specialty Clinic					
Unit/ Clinic Address:	1400 E Kincaid St., Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	8	1	0	0	1
	Tuesday	8	1	0	0	2
	Wednesday	8	1	0	0	2
	Thursday	8	1	0	0	2
	Friday	8	1	0	0	1
	Saturday	Closed	0	0	0	0
	Sunday	Closed	0	0	0	0

Unit Information

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

Skill Title

- ☐ Level of experience of nursing and patient care staff

<p>_____</p>	
<p>_____</p>	

- ☐ Need for specialized or intensive equipment

[illegible]

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

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- ☒
- Other

In the ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is not the registered nurse to be the first person to present the clinical picture. The registered nurse's role is to gather information that do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Clinics-Neurology					
Unit/ Clinic Type:	Outpatient Specialty Clinic					
Unit/ Clinic Address:	1400 E Kincaid St., Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	8	1	0	0	3
	Tuesday	8	2	0	0	4
	Wednesday	8	2	0	0	3
	Thursday	8	2	0	0	4
	Friday	8	1	0	0	4
	Saturday	7	0	0	0	1
	Sunday	closed	0	0	0	0

Unit Information

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

--	--

- ☐ Skill mix

A screenshot of a Microsoft Word application window. The title bar at the top reads "Untitled - Word". Below the title bar is a ribbon menu with tabs for "File", "Home", "Insert", "Layout", "References", "Send To Mobile", and "View". The main area of the window is a large, empty white space, indicating a new or blank document.

- ☐ Level of experience of nursing and patient care staff

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- ☐ Need for specialized or intensive equipment

[illegible]

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

ITEMS AND ESTIMATES

- ☒
- Other

The ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is to ensure the registered nurse is able to support the clinic and can be removed from the clinic setting if the clinic does not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Clinics-Orthopedics Clinic					
Unit/ Clinic Type:	Outpatient Specialty Clinic					
Unit/ Clinic Address:	211 13th St., Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	8	5	0	0	17
	Tuesday	8	5	0	0	17
	Wednesday	8	5	0	0	17
	Thursday	8	5	0	0	16
	Friday	8	4	0	0	14
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Unit Information

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

--	--

- ☐ Skill mix

A screenshot of a blank document window. The title bar at the top reads "Untitled - 1". The main area of the window is empty and white.

- ☐ Level of experience of nursing and patient care staff

--

- ☐ Need for specialized or intensive equipment

	Need for specialized maintenance equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

<p> ITEMS AND ESTIMATES </p>	
<p> </p>	

- ☒
- Other

In the ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is not the registered nurse to do the triaging, present the clinical picture to the provider. The registered nurse's role is to do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Clinics-Orthopedic Clinic Smokey Point					
Unit/ Clinic Type:	Outpatient Specialty Clinic					
Unit/ Clinic Address:	3823 172nd St. NE Arlington, WA 98223					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	8	1	0	0	6
	Tuesday	8	1	0	0	6
	Wednesday	8	1	0	0	6
	Thursday	8	1	0	0	6
	Friday	8	0	0	0	5
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Unit Information

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

--

- ☐ Skill mix

Skill Title	

- ☐ Level of experience of nursing and patient care staff

--

- ☐ Need for specialized or intensive equipment

[illegible]

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

[illegible]

- ☒
- Other

In the ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is not the registered nurse to be the first person to present at the clinic. The registered nurse can remove the patient if they do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Health Arlington Pediatrics					
Unit/ Clinic Type:	Outpatient Specialty Clinic					
Unit/ Clinic Address:	875 Wesley St 130, Arlington, WA 98223					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1700 PM	Monday	8	1	0	0	1
	Tuesday	8	1	0	0	2
	Wednesday	8	0	0	0	2
	Thursday	8	1	0	0	2
	Friday	8	1	0	0	2
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Unit Information

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

--

- ☐ Skill mix

[illegible]

- ☐ Level of experience of nursing and patient care staff

--

- ☐ Need for specialized or intensive equipment

[illegible]

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

[illegible]

- ☒
- Other

The ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is to ensure the patients are triaged to the appropriate department of the clinic and can be done remotely. Clinic settings that do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Clinics-Riverbend Pediatrics					
Unit/ Clinic Type:	Outpatient Specialty Clinic					
Unit/ Clinic Address:	2320 Freeway Drive, Mount Vernon, WA 98273					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	8	1	0	0	4
	Tuesday	8	1	0	0	7
	Wednesday	8	2	0	0	7
	Thursday	8	2	0	0	7
	Friday	8	1	0	0	4
	Saturday	8	0	0	0	1
	Sunday	closed	0	0	0	0

Unit Information

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

--	--

- ☐ Skill mix

A screenshot of a Microsoft Word document window. The title bar at the top reads "Untitled - Word". The main area of the window is a large, empty white space, indicating a blank document. The standard Word ribbon interface is visible at the bottom of the window.

- ☐ Level of experience of nursing and patient care staff

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- ☐ Need for specialized or intensive equipment

Need for specialized maintenance equipment	

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

--	--

- ☒
- Other

In the ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over a phone or to free up the providers time. This role does not require a registered nurse to be physically present in the clinic and can be done remotely. Clinic settings that do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Health-Mount Vernon Surgery Center Podiatry Clinic					
Unit/ Clinic Type:	Outpatient Specialty Clinic					
Unit/ Clinic Address:	211 13th St. Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	8	1	0	0	4
	Tuesday	8	1	0	0	4
	Wednesday	8	0	0	0	4
	Thursday	8	1	0	0	4
	Friday	8	1	0	0	3
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

Skill Title

- ☐ Level of experience of nursing and patient care staff

- ☐ Need for specialized or intensive equipment

[illegible]

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

ITEMS AND ESTIMATES

- ☒
- Other

In the ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is not the registered nurse to be the first person to present at the clinic. The registered nurse can remove the patient if they do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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Fixed Staffing Matrix

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Unit/ Clinic Name:	Skagit Regional Clinics-Riverbend Rheumatology					
Unit/ Clinic Type:	Outpatient Specialty Clinic					
Unit/ Clinic Address:	2320 Freeway Drive, Mount Vernon, WA 98273					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	8	0	0	0	4
	Tuesday	8	1	0	0	4
	Wednesday	8	1	0	0	3
	Thursday	8	1	0	0	3
	Friday	8	1	0	0	2
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

[illegible]

- ☐ Level of experience of nursing and patient care staff

	Level of experience of nursing and patient care staff

- ☐ Need for specialized or intensive equipment

[illegible]

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

Risks and Estimates	

- ☒
- Other

In the ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is not the registered nurse to do the triaging, present the clinical picture to the provider. The registered nurse's role is to not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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Fixed Staffing Matrix

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Unit/ Clinic Name:	Skagit Regional Clinics-Mount Vernon Sleep Medicine					
Unit/ Clinic Type:	Outpatient Specialty Clinic					
Unit/ Clinic Address:	1400 E Kincaid St., Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	8	0	0	0	4
	Tuesday	8	1	0	0	5
	Wednesday	8	1	0	0	5
	Thursday	8	1	0	0	5
	Friday	8	1	0	0	3
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

Skill Title

- ☐ Level of experience of nursing and patient care staff

--

- ☐ Need for specialized or intensive equipment

[illegible]

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

[illegible]

- ☒
- Other

The ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is to ensure the patients are triaged to the appropriate department of the clinic and can be done remotely. Clinic settings that do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Clinics-Smokey Point Family Medicine					
Unit/ Clinic Type:	General Outpatient Clinic					
Unit/ Clinic Address:	3823 172nd St Northeast, Arlington, WA 98233					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	10	1	0	0	9
	Tuesday	10	1	0	0	9
	Wednesday	10	1	0	0	9
	Thursday	10	1	0	0	9
	Friday	8	1	0	0	5
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

Skill Title:

- ☐ Level of experience of nursing and patient care staff

--

- ☐ Need for specialized or intensive equipment

[illegible]

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

<p>ITEMS AND ESTIMATES</p>	

- ☒
- Other

In the ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is not the registered nurse to be the first person to present at the clinic. The registered nurse's role is to ensure that the patient does not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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Fixed Staffing Matrix

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Unit/ Clinic Name:	Skagit Regional Clinics-Stanwood Family Medicine Clinic					
Unit/ Clinic Type:	Adult/Pediatrics General Outpatient Clinic					
Unit/ Clinic Address:	9631 269th St NW, Stanwood, WA 98292					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	8	2	0	0	4
	Tuesday	8	2	0	0	5
	Wednesday	8	2	0	0	6
	Thursday	8	2	0	0	5
	Friday	8	2	0	0	4
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

Skill Index

- ☐ Level of experience of nursing and patient care staff

	Level of experience of nursing and patient care staff

- ☐ Need for specialized or intensive equipment

[illegible]

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

Risks and Estimates	

- ☒
- Other

In the ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is not the registered nurse to do the triaging, present the clinical picture to the provider. The registered nurse's role is to do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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Unit/ Clinic Name:	Skagit Regional Clinics-Station Square Family Medicine Clinic					
Unit/ Clinic Type:	Adult/Pediatrics General Outpatient Clinic					
Unit/ Clinic Address:	901 S 5th Street, Mount Vernon, WA 98273					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	8	3	0	0	15
	Tuesday	8	3	0	0	15
	Wednesday	8	3	0	0	15
	Thursday	8	3	0	0	15
	Friday	8	3	0	0	15
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

Skill mix

- ☐ Level of experience of nursing and patient care staff

--

- ☐ Need for specialized or intensive equipment

	Need for specialized or intensive equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

[illegible]

- ☒
- Other

The ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is to ensure the patients are triaged to the appropriate department of the clinic and can be more removed from the clinic that do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Clinics-Urology Clinic Mount Vernon					
Unit/ Clinic Type:	Outpatient Specialty Clinic					
Unit/ Clinic Address:	1400 E Kincaid St., Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	8	5	1	0	4
	Tuesday	8	6	1	0	5
	Wednesday	8	5	2	0	5
	Thursday	8	5	1	0	5
	Friday	8	2	2	0	5
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

--

- ☐ Skill mix

Skill Title

- ☐ Level of experience of nursing and patient care staff

<p>_____</p>	
<p>_____</p>	

- ☐ Need for specialized or intensive equipment

[illegible]

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

ITEMS AND ESTIMATES

- ☒
- Other

In the ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is not the registered nurse to be the first person to present at the clinic. The registered nurse's role is to ensure that the patient does not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Clinics-Urology Oak Harbor					
Unit/ Clinic Type:	Outpatient Specialty Clinic					
Unit/ Clinic Address:	36250 Highway 20, suite E-105, Oak Harbor, WA 98277					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	8	1	1	0	0
	Tuesday	8	1	1	0	0
	Wednesday	closed	closed	0	0	0
	Thursday	8	1	1	0	0
	Friday	closed	closed	0	0	closed
	Saturday	closed	closed	0	0	closed
	Sunday	closed	closed	0	0	closed

Unit Information

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

--

- ☐ Skill mix

[illegible]

- ☐ Level of experience of nursing and patient care staff

--

- ☐ Need for specialized or intensive equipment

Need for specialized maintenance equipment	

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

ITEMS AND ESTIMATES

- ☒
- Other

The ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is to ensure the patients are triaged to the appropriate department of the clinic and can be done remotely. Clinic settings that do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Clinics-Women's Health Clinic Mount Vernon					
Unit/ Clinic Type:	Outpatient Specialty Clinic					
Unit/ Clinic Address:	1400 E Kincaid St., Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	8	2	0	0	5
	Tuesday	8	3	0	0	5
	Wednesday	8	3	0	0	5
	Thursday	8	2	0	0	5
	Friday	8	2	0	0	5
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

Skill Title

- ☐ Level of experience of nursing and patient care staff

- ☐ Need for specialized or intensive equipment

<i>Need for specialized or intensive equipment</i>

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

Risks and Estimates	

- ☒
- Other

In the ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is not the registered nurse to be the first person to present at the clinic. The registered nurse can remove the patient if they do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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Fixed Staffing Matrix

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Unit/ Clinic Name:	Skagit Regional Clinics -Women's Health Arlington					
Unit/ Clinic Type:	Outpatient Women's Health Clinic					
Unit/ Clinic Address:	328 S Stillaguamish Avenue Arlington, WA 98223					
Effective as of:	1/1/2025					
Hours of the day						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 am-4:30pm	Monday	8.00	1.00	0.00	0.00	2.00
0830 am-4:30pm	Tuesday	8.00	0.00	0.00	0.00	2.00
0830 am-4:30pm	Wednesday	8.00	1.00	0.00	0.00	2.00
0830 am-4:30pm	Thursday	8.00	1.00	0.00	0.00	2.00
0830 am-4:30pm	Friday	8.00	0.00	0.00	0.00	2.00
	Saturday	closed	closed	0.00	0.00	closed
	Sunday	closed	closed	0.00	0.00	closed

Unit Information

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

--

- ☐ Skill mix

A screenshot of a Microsoft Word document window. The title bar at the top reads "Untitled - Word". The main area of the window is a large, empty white space, indicating a blank document. The standard Windows taskbar is visible at the bottom of the screen.

- ☐ Level of experience of nursing and patient care staff

--

- ☐ Need for specialized or intensive equipment

	Need for specialized maintenance equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

ITEMS AND ESTIMATES

- ☒
- Other

In the ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is not the registered nurse to be the first person to present at the clinic. The registered nurse can remove the patient if they do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Clinics Medical Oncology MV					
Unit/ Clinic Type:	Adult Medical Oncology					
Unit/ Clinic Address:	307 S 13th St STE 100 Mt Vernon WA 98273					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
	Monday					
0700-1730		10	0	0	0	3
0800-1630		8	5	0	0	3
0830-1700		8	2	0	0	0
0900-1730		8	1	0	0	0
	Tuesday					
0700-1730		10	0	0	0	2
0800-1630		8	5	0	0	5
0830-1700		8	2	0	0	0
0900-1730		8	1	0	0	0
	Wednesday					
0700-1730		10	0	0	0	2
0800-1630		8	5	0	0	4
830-1700		8	2	0	0	0
0900-1730		8	1	0	0	0
	Thursdsay					
0700-1730		10	0	0	0	3
0800-1630		8	5	0	0	4
0830-1700		8	2	0	0	0
0900-1730		8	1	0	0	0
	Friday					
0700-1730		10	0	0	0	1
0800-1630		8	5	0	0	6
0830-1700		8	2	0	0	0
0900-1730		8	1	0	0	0
	Saturday	Closed	0	0	0	0
	Sunday	Closed	0	0	0	0

Unit Information

Additional Care Team Members

Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Regional Director	X			
Medical Oncology Manager	X			
Manager Support Services/Accreditation	X			
Patient Financial Navigator	X			
Patient Navigator	X			
Social Work	X			
Triage RN	X			
Clinical Research Nurse	X			
Clinical Research Coordinator	X			
Oral Chemo RN	X			
Cancer Registry	X			
Palliative Care	X			
Diagnostic Scheduler	X			
Clinical Pharmacist/Pharmacy Tech	X			
Phlebotomist/Lab Tech	X			
Nutrition	X			
Medical Oncologist/ARNP	X	ON CALL	ON CALL	ON CALL

Unit Information

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

☐ Activity such as patient admissions, discharges, and transfers

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

☒ Skill mix

Infusion room staffing requires RN's to deliver patient care. Medical Assistants assist the Oncologist/ARNP with the day to day clinic.

☒ Level of experience of nursing and patient care staff

ONS Chemotherapy/Immunotherapy provider certificates are required for RN's prior to administering chemotherapy/immunotherapy in the oncology infusion room. BLS required for clinical staff.

☐ Need for specialized or intensive equipment

☒ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

MV Oncology consist of 2 infusion rooms; one with 15 infusion chairs and 2 bedrooms, and a smaller infusion room with 7 chairs. Utilization of the 2 infusion rooms fluctuate based on volume of patients for the day. In each infusion room there is a central nursing station. The clean supply room, one dirty utility room, and a small pyxis are located in the larger infusion room. There are 9 patient exam rooms for MD visits.

☐ 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:	Skagit Regional Clinics Radiation Oncology MV					
Unit/ Clinic Type:	Adult Radiation Oncology					
Unit/ Clinic Address:	307 S 13th St STE 100 Mt Vernon WA 98274					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0800-1630	Monday	8	1	0	0	0
	Tuesday	8	1	0	0	0
	Wednesday	8	2	0	0	0
	Thursday	8	1	0	0	0
	Friday	8	1	0	0	0
	Saturday	Closed	0	0	0	0
	Sunday	Closed	0	0	0	0

Unit Information

Additional Care Team Members

Occupation	Shift Coverage			
	Day	Evening	Night	Weekend
Regional Director	X			
Radiation Oncology Manager	X	ON CALL	ON CALL	ON CALL
Radiation Therapist	X			ON CALL
Dosimetrist	X			
Physicist	X			
Radiation Oncologist	X	ON CALL	ON CALL	ON CALL
Patient Services Coordinator	X			
Patient Navigator	X			
Social Worker	X			

Unit Information

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

☐ Activity such as patient admissions, discharges, and transfers

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

☐ Skill mix

☒ Level of experience of nursing and patient care staff

RN, BLS for nursing. RT(T), BLS for radiation therapists. MS for Physicist. CMD, BLS for Dosimetrist

☒ Need for specialized or intensive equipment

Two Linear Accelerators, PET/CT Scanner

☒ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

Radiation Oncology has a central nurses' station, 3 patient exam rooms, 2 linear accelerators, and 1 PET/CT within the department.

☐ Other



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Fixed Staffing Matrix

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Unit/ Clinic Name:	Skagit Regional Clinics Medical Oncology SP					
Unit/ Clinic Type:	Adult Medical Oncology					
Unit/ Clinic Address:	3823 172nd St NE Arlington WA 98223					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0800-1630	Monday	8	3	0	0	1
	Tuesday	8	3	0	0	1
	Wednesdsay	8	3	0	0	1
	Thursday	8	3	0	0	1
	Friday	8	3	0	0	1
	Saturday	Closed	0	0	0	0
	Sunday	Closed	0	0	0	0



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Unit Information

Additional Care Team Members

Shift Coverage

Occupation

Day

Evening

Night	Weekend
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9
10	10
11	11
12	12
13	13
14	14
15	15
16	16
17	17
18	18
19	19
20	20
21	21
22	22
23	23
24	24
25	25
26	26
27	27
28	28
29	29
30	30
31	31
32	32
33	33
34	34
35	35
36	36
37	37
38	38
39	39
40	40
41	41
42	42
43	43
44	44
45	45
46	46
47	47
48	48
49	49
50	50
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54	54
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61	61
62	62
63	63
64	64
65	65
66	66
67	67
68	68
69	69
70	70
71	71
72	72
73	73
74	74
75	75
76	76
77	77
78	78
79	79
80	80
81	81
82	82
83	83
84	84
85	85
86	86
87	87
88	88
89	89
90	90
91	91
92	92
93	93
94	94
95	95
96	96
97	97
98	98
99	99
100	100

Diagnostic Scheduler

$$\frac{1}{x}$$

--	--

Oncologist or ARNP

X

--	--

Pharmacist
Pharmacy Technician
$$\frac{x}{y}$$

Pharmacy Tech
Medical Oncology Manager
$$\frac{\lambda}{Y}$$

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

Activity such as patient admissions, discharges, and transfers

1

[illegible]☒

Skill mix

Infusion room staffing requires RN's to deliver patient care. Medical Assistants assist the Oncologist/ARNP with the day to day clinic.

5

[illegible]

ONS Chemotherapy/Immunotherapy provider certificates are required for RN's prior to administering chemotherapy/immunotherapy in the oncology infusion room. BLS required for clinical staff.

[illegible][illegible]

1

Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

SP Oncology consist of 1 infusion room with 8 infusion chairs. Volumes of the infusion room can fluctuate day to day. The infusion room has a central nurses station and a small pyxis. There are 2 patient exam rooms for MD patient visits. There is a clean supply room and dirty utility room located by the patient exam rooms. Pharmacy is located on site.

7

Other



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Fixed Staffing Matrix

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Unit/ Clinic Name:	Skagit Regional Clinics-Camano Island Family Medicine					
Unit/ Clinic Type:	Adult/Pediatric General Outpatient Care					
Unit/ Clinic Address:	127 NE Camano Drive, Camano Island, WA 98282					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	8	1	0	0	4
	Tuesday	8	1	0	0	4
	Wednesday	8	1	0	0	3
	Thursday	8	1	0	0	4
	Friday	8	1	0	0	3
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Unit Information

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

--

- ☐ Skill mix

A screenshot of a Microsoft Word application window. The title bar at the top reads "Untitled - Word". Below the title bar is a ribbon menu with tabs for "File", "Home", "Insert", "Layout", "References", "Send To Mobile", and "View". The main area of the window is a large, empty white space, indicating a new or blank document.

- ☐ Level of experience of nursing and patient care staff

--

- ☐ Need for specialized or intensive equipment

Need for specialized maintenance equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

[illegible]

- ☒
- Other

In the ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is not the registered nurse to be the first person to present at the clinic. The registered nurse can remove the patient if they do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Health-Cardiology Clinic Anacortes					
Unit/ Clinic Type:	Outpatient Specialty Clinic					
Unit/ Clinic Address:	2511 M Ave Suite D, Anacortes, WA 98221					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	8	0	0	0	2
	Tuesday	8	0	0	0	3
	Wednesday	8	1	0	0	2
	Thursday	8	1	0	0	2
	Friday	8	0	0	0	2
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Unit Information

[illegible]

Unit Information

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

- ☐
- Activity such as patient admissions, discharges, and transfers

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

- #### ☐ Skill mix

[illegible]

- ☐
- Level of experience of nursing and patient care staff

<p>_____ State Department of Energy and Environmental Protection</p>	
<p>_____</p>	

- ☐ Need for specialized or intensive equipment

	Need for specialized or intensive equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

	Steps and Comments

- ☒
- Other

21. Order

In the ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The registered nurse is to support the triaging of patients over the phone to fine up the providers time. This role does not require the registered nurse to be physically present in the clinic and can be done remotely. Clinic settings that do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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Fixed Staffing Matrix

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Unit/ Clinic Name:	Skagit Regional Clinics-Cardiology Clinic Arlington					
Unit/ Clinic Type:	Outpatient Specialty Clinic					
Unit/ Clinic Address:	328 S Stillaguamish Ave, Arlington, WA 98223					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	8	0	0	0	2
	Tuesday	8	1	0	0	2
	Wednesday	8	1	0	0	2
	Thursday	8	1	0	0	2
	Friday	8	0	0	0	2
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

--

- ☐ Skill mix

Skill Title

- ☐ Level of experience of nursing and patient care staff

--

- ☐ Need for specialized or intensive equipment

[illegible]

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

ITEMS AND ESTIMATES

- ☒
- Other

The ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is to ensure the patients are triaged to the appropriate department of the clinic and can be done remotely. Clinic settings that do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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Fixed Staffing Matrix

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Unit/ Clinic Name:	Skagit Regional Clinics Cardiology -Clinic Mount Vernon					
Unit/ Clinic Type:	Outpatient Specialty Clinic					
Unit/ Clinic Address:	307 S 13th St., Suite 300., Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	8	7	0	0	10
	Tuesday	8	7	0	0	10
	Wednesday	8	7	0	0	10
	Thursday	8	7	0	0	10
	Friday	8	7	0	0	10
	Saturday	Closed	0	0	0	0
	Sunday	Closed	0	0	0	0

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

--

- ☐ Skill mix

Skill mix

- ☐ Level of experience of nursing and patient care staff

--

- ☐ Need for specialized or intensive equipment

[illegible]

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

[illegible]

- ☒
- Other

The ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is to ensure the patients are triaged to the appropriate department of the clinic and can be more removed from the clinic that do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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Fixed Staffing Matrix

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Unit/ Clinic Name:	Skagit Regional Clinics-Darrington Family Medicine					
Unit/ Clinic Type:	Outpatient General Adult and Pediatric Care					
Unit/ Clinic Address:	1190 Riddle St., Darrington, WA 98241					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	8	0	0	0	2
	Tuesday	8	0	0	0	3
	Wednesday	8	0	0	0	2
	Thursday	8	0	0	0	2
	Friday	8	1	0	0	2
	Saturday	Closed	0	0	0	0
	Sunday	Closed	0	0	0	0

Additional Care Team Members

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

- ☐ Level of experience of nursing and patient care staff

- ☐ Need for specialized or intensive equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

- ☒
- Other

In the ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is not the registered nurse to be the first person to present at the clinic. The registered nurse can remove the patient if they do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Clinics-Dermatology Clinic Riverbend					
Unit/ Clinic Type:	Outpatient Specialty Clinic					
Unit/ Clinic Address:	2320 Freeway Drive., Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	8	1	0	0	6
	Tuesday	8	1	0	0	8
	Wednesday	8	1	0	0	8
	Thursday	8	1	0	0	8
	Friday	8	0	0	0	6
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Additional Care Team Members

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

Skill Title	

- ☐ Level of experience of nursing and patient care staff

<p>_____</p>	
<p>_____</p>	

- ☐ Need for specialized or intensive equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

- ☒
- Other

In the ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is not the registered nurse to be the first person to present the clinical picture. The registered nurse's role is to gather information that do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Health-Internal Medicine Division Street					
Unit/ Clinic Type:	Outpatient internal medicine					
Unit/ Clinic Address:	1801 E Division Street, Mount Vernon, WA 98274					
Effective as of:	1/1 2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
08:30 AM -4:30 PM	Monday	8	1	0	0	3
	Tuesday	8	1	0	0	3
	Wednesday	8	1	0	0	3
	Thursday	8	1	0	0	3
	Friday	8	1	0	0	3
	Saturday	Closed	0	0	0	0
	Sunday	Closed	0	0	0	0

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

--

- ☐ Skill mix

[illegible]

- ☐ Level of experience of nursing and patient care staff

--

- ☐ Need for specialized or intensive equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

- ☒
- Other

In the ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is not the registered nurse to do the triaging, present the clinical picture to the provider. The registered nurse's role is to do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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Fixed Staffing Matrix

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Unit/ Clinic Name:	Skagit Regional Clinics-Endocrinology Clinic Mount Vernon					
Unit/ Clinic Type:	Outpatient speciality clinic					
Unit/ Clinic Address:	2320 Freeway Drive, Mount Vernon, WA 98273					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-4:30 PM	Monday	8	2	0	0	2
	Tuesday	8	2	0	0	2
	Wednesday	8	1	0	0	2
	Thursday	8	2	0	0	2
	Friday	8	1	0	0	2
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

[illegible]

- ☐ Level of experience of nursing and patient care staff

- ☐ Need for specialized or intensive equipment

[illegible]

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

Risks and Estimates	

- ☒
- Other

The ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is to ensure the patients are triaged to the appropriate department of the clinic and can be more removed from the clinic that do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Health-Cascade Ear Nose and Throat					
Unit/ Clinic Type:	Specialty outpatient clinic					
Unit/ Clinic Address:	1019 24th Street, Ste. B, Anacortes, WA 98221					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-4:30 PM	Monday	8	0	0	0	1
	Tuesday	8	1	0	0	1
	Wednesday	8	1	0	0	1
	Thursday	8	0	0	0	1
	Friday	closed	0	0	0	0
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Additional Care Team Members

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

A screenshot of a Microsoft Word application window. The title bar at the top reads "Untitled - Word". Below the title bar is a ribbon menu with tabs for "File", "Home", "Insert", "Layout", "References", "Send To Mobile", and "View". The main area of the window is a large, empty white space, indicating a new or blank document. A vertical scrollbar is visible on the right side of the window frame.

- ☐ Level of experience of nursing and patient care staff

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- ☐ Need for specialized or intensive equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

- ☒
- Other

The ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role also includes the assurance that the patient is able to enter the clinic and can be seen promptly. Clinic settings that do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Clinics-MVSC ENT and Allergy Clinic					
Unit/ Clinic Type:	Outpatient specialty clinic					
Unit/ Clinic Address:	211 S 13th St., Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
08:30 AM-5:30 PM	Monday	10	5	0	0	4
	Tuesday	10	7	0	0	6
	Wednesday	10	7	0	0	5
	Thursday	10	6	0	0	5
	Friday	10	2	0	0	4
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Additional Care Team Members

[illegible]

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

Skill Title	

- ☐ Level of experience of nursing and patient care staff

--

- ☐ Need for specialized or intensive equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

<p> ITEMS AND ESTIMATES </p>	
<p> </p>	

- ☒
- Other

In the ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is not the registered nurse to be the first person to present the clinical picture. The registered nurse's role is to gather information that do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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Fixed Staffing Matrix

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Unit/ Clinic Name:	Skagit Regional Clinics-Gastroenterology Clinic					
Unit/ Clinic Type:	Outpatient Specialty Clinic					
Unit/ Clinic Address:	211 13th Street, Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-1630 PM	Monday	10	2	0	0	6
	Tuesday	10	3	0	0	6
	Wednesday	10	2	0	0	6
	Thursday	10	3	0	0	7
	Friday	10	2	0	0	4
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Additional Care Team Members

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

- ☐ Level of experience of nursing and patient care staff

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- ☐ Need for specialized or intensive equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

- ☒
- Other

The ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is to ensure the patients are triaged to the appropriate department of the clinic and can be done remotely. Clinic settings that do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Clinics-General Surgery Clinic Arlington					
Unit/ Clinic Type:	Outpatient Surgery Clinic					
Unit/ Clinic Address:	328 S Stillaguamish Avenue					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM -4:30 PM	Monday	8	1	0	0	2
	Tuesday	8	1	0	0	2
	Wednesday	8	1	0	0	2
	Thursday	8	1	0	0	2
	Friday	8	1	0	0	2
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Additional Care Team Members

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

A screenshot of a blank document window. The title bar at the top reads "Untitled - 1". The main area of the window is empty and white.

- ☐ Level of experience of nursing and patient care staff

<p>_____</p>	
<p>_____</p>	

- ☐ Need for specialized or intensive equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

- ☒
- Other

The ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is to ensure the patients are triaged to the appropriate department of the clinic and can be more removed. Clinic settings do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Clinics-General Surgery Clinic Mount Vernon					
Unit/ Clinic Type:	Outpatient Surgery Clinic					
Unit/ Clinic Address:	1400 E. Kincaid, Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM -4:30 PM	Monday	8	1	0	0	8
	Tuesday	8	2	0	0	8
	Wednesday	8	1	0	0	6
	Thursday	8	2	0	0	6
	Friday	8	2	0	0	7
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Additional Care Team Members

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

- ☐ Level of experience of nursing and patient care staff

- ☐ Need for specialized or intensive equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

- ☒
- Other

In the ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is not the registered nurse to be the first person to present the clinical picture. The registered nurse's role is to gather information that do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Clinics- GME Internal Medicine Residency Clinic					
Unit/ Clinic Type:	General Adult Outpatient Clinic					
Unit/ Clinic Address:	1415 E Kincaid, Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-4:30 PM	Monday	8	1	0	0	5
	Tuesday	8	2	0	0	5
	Wednesday	8	2	0	0	5
	Thursday	8	1	0	0	5
	Friday	8	1	0	0	5
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Additional Care Team Members

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

- ☐ Level of experience of nursing and patient care staff

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- ☐ Need for specialized or intensive equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

- ☒
- Other

In the ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is not the registered nurse to be the first person to present at the clinic. The registered nurse can remove the patient if they do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Clinics, GME Residency Family Medicine Clinic					
Unit/ Clinic Type:	General Care Outpatient Clinic					
Unit/ Clinic Address:	819 S 13th St., Mount Vernon, WA 98273					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM-4:30 PM	Monday	8	1	0	0	5
	Tuesday	8	2	0	0	5
	Wednesday	8	2	0	0	5
	Thursday	8	2	0	0	5
	Friday	8	2	0	0	5
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Additional Care Team Members

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

A screenshot of a Microsoft Word application window. The title bar at the top reads "Untitled - Word". Below the title bar is a ribbon menu with tabs for "File", "Home", "Insert", "Layout", "References", "Send To Mobile", and "View". The main area of the window is a large, empty white space, indicating a new or blank document.

- ☐ Level of experience of nursing and patient care staff

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- ☐ Need for specialized or intensive equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

- ☒
- Other

The ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is to ensure the registered nurse is able to support the clinic and can be removed from the clinic setting if needed. The registered nurse do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Clinics-Granite Falls Family Medicine					
Unit/ Clinic Type:	General Outpatient Clinic					
Unit/ Clinic Address:	405 W Stanley St., Granite Falls, WA 98252					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
8:30 AM-4:30 PM	Monday	8	0	0	0	3
	Tuesday	8	0	0	0	2
	Wednesday	8	0	0	0	3
	Thursday	8	1	0	0	3
	Friday	8	0	0	0	2
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Additional Care Team Members

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

- ☐ Level of experience of nursing and patient care staff

- ☐ Need for specialized or intensive equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

- ☒
- Other

In the ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is not the registered nurse to be the first person to present the clinical picture. The registered nurse's role is to gather information that do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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Fixed Staffing Matrix

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Unit/ Clinic Name:	Little Mountain Pediatrics					
Unit/ Clinic Type:	Outpatient Pediatric Clinic					
Unit/ Clinic Address:	2101 Little Mountain Ln., Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
0830 AM to 4:30 PM	Monday	8	2	0	0	6
	Tuesday	8	2	0	0	6
	Wednesday	8	2	0	0	6
	Thursday	8	2	0	0	6
	Friday	8	2	0	0	6
	Saturday	8	0	0	0	1
	Sunday	Closed	0	0	0	0

Additional Care Team Members

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

A screenshot of a Microsoft Word application window. The title bar at the top reads "Untitled - Word". The main area of the window is a large, empty white space, representing a blank document. The standard Word ribbon interface is visible at the bottom, showing tabs for "File", "Home", "Insert", "Layout", "References", "Send To Back", and "View". The "Home" tab is currently selected.

- ☐ Level of experience of nursing and patient care staff

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- ☐ Need for specialized or intensive equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

- ☒
- Other

The ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is to ensure the patients are triaged to the appropriate department of the clinic and can be more removed. Clinic settings do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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Fixed Staffing Matrix

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Unit/ Clinic Name:	Skagit Regional Clinics- Midwifery MV					
Unit/ Clinic Type:	Women's Health					
Unit/ Clinic Address:	1400 E Kincaid, Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
8:39-4:30 PM	Monday	8	1	0	0	4
	Tuesday	8	1	0	0	4
	Wednesday	8	1	0	0	4
	Thursday	8	1	0	0	4
	Friday	8	1	0	0	4
	Saturday	Closed	0	0	0	0
	Sunday	Closed	0	0	0	0

Unit Information

Additional Care Team Members

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

A screenshot of a Microsoft Word document window. The title bar at the top reads "Untitled - Word". The main area of the window is a large, empty white space, indicating a blank document. The standard Word ribbon interface is not visible, suggesting the window might be in a simplified or startup state.

- ☐ Level of experience of nursing and patient care staff

<p>_____</p>	
<p>_____</p>	

- ☐ Need for specialized or intensive equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

- ☒
- Other

The ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role is to ensure the patients are triaged to the appropriate department of the clinic and can be more removed from the clinic that do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Skagit Regional Clinics-MV Family Medicine North					
Unit/ Clinic Type:	Outpatient General Care Clinic					
Unit/ Clinic Address:	1400 E Kincaid, Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
8 am - 4:30 pm	Monday	8	2	0	0	9
	Tuesday	8	2	0	0	9
	Wednesday	8	2	0	0	9
	Thursday	8	2	0	0	9
	Friday	8	2	0	0	9
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Unit Information

Additional Care Team Members

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

A screenshot of a Microsoft Word document window. The title bar at the top reads "Untitled - Word". The main area of the window is a large, empty white space, indicating a blank document. The standard Word ribbon interface is visible at the bottom of the window.

- ☐ Level of experience of nursing and patient care staff

<p>_____</p>	
<p>_____</p>	

- ☐ Need for specialized or intensive equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

- ☒
- Other

The ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role also includes the assurance that registered nurses are present to support the clinic and can be removed from the clinic setting if do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.



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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:	Mount Vernon Family Medicine South					
Unit/ Clinic Type:	Outpatient General Care Clinic					
Unit/ Clinic Address:	1400 E Kincaid, Mount Vernon, WA 98274					
Effective as of:	1/1/2025					
Day of the week						
Hour of the day	Day of the week	Shift Length in Hours	Min # of RN's	Min # of LPN's	Min # of CNA's	Min # of UAP's
08 AM-4:30 PM	Monday	8	1	0	0	4
	Tuesday	8	1	0	0	4
	Wednesday	8	1	0	0	4
	Thursday	8	1	0	0	4
	Friday	8	1	0	0	4
	Saturday	closed	0	0	0	0
	Sunday	closed	0	0	0	0

Additional Care Team Members

Unit Information

Factors Considered in the Development of the Unit Staffing Plan

(Check all that apply):

- ☐
- Activity such as patient admissions, discharges, and transfers

Activity such as patient admissions, discharges, and transfers

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

- ☐ Skill mix

- ☐ Level of experience of nursing and patient care staff

- ☐ Need for specialized or intensive equipment

- ☐ Architecture and geography of the unit such as placement of patient rooms, treatment areas, nursing stations, medication preparation areas, and equipment

Risks and Estimates	

- ☒
- Other

The ambulatory setting, the core day to day operations of patient care is provided by the provider and medical assistant. The role of the registered nurse is to support the triaging of patients over the phone to free up the providers time. This role also includes the assurance that the patient is able to enter the clinic and can be seen promptly. Clinic settings that do not have the support of a registered nurse every day, triage patients by having the medical assistant gather information from the patient and relays that to the provider. The length of shifts varies between 8-10 hours for the clinical staff and are scheduled during the operating hours of the clinic.