### Eastern State Hospital (ESH) Target Staffing Model (Ward-Level)

#### Notes on specific staff roles:
- **General notes:**
  - Physical Therapist
  - Occupational Therapist
  - Institution Counselor
  - Social Work Assistant
  - Psych Associate
  - ARNP/Physician Assistant (PA-C)
  - Psychiatrist/Psych ARNP
  - MHT1/MHT2/MHT3/PSA
  - RN3 (shift nursing supr)
  - Med Rec/Quality Asst
  - Ward Program Administrator

- **Team members:**
  - Medical providers and psychiatrists do not have call. There are designated staff to cover off hours - the Officer of the Day (OD).
  - RN3 are shift nursing supervisors that are 50% office and 50% on the ward (can act as Charge Nurse if needed).
  - Medical Totals
  - Nursing Totals

- **Special Teams:**
  - Transport/Escort team
  - Peer Support Specialists
  - Social Work float pool
  - Nursing Float pool
  - Nurse Educators
  - MHT1/MHT2/MHT3/PSA
  - RN3 (shift nursing supr)

- **Ward-specific Staffing:**
  - HMH mandated staffing requirements for any ward-level staff are assumed to be included here.
  - These numbers do not reflect total FTE per Ward (OD) workload.
  - The yellow shaded line items have incomplete ward-level staffing. Additional analysis is needed to determine full baseline staffing for each staff position noted here.

- **Administrative Staff:**
  - Each Unit would have 1-3 Nurse Educators who would assist with onboarding and related duties.
  - SIU requirements for any ward-level staff are assumed to be included here (e.g. MHT, RN, IC staff).
  - Ward-level janitorial services would be available during days and evenings, but would be managed facility-wide during evening hours.
  - The yellow shaded line items have incomplete ward-level staffing. Additional analysis is needed to determine full baseline staffing for each staff position noted here.

- **Admission:**
  - Medical Totals
  - Nursing Totals

- **Departmental Totals:**
  - Transport/Escort team
  - Peer Support Specialists
  - Social Work float pool
  - Nursing Float pool
  - Nurse Educators
  - MHT1/MHT2/MHT3/PSA
  - RN3 (shift nursing supr)
  - Med Rec/Quality Asst
  - Ward Program Administrator

- **Work duties:**
  - For ward, admits, day shift but has 24/7 responsibility
  - for ward, admits on days, cover 2 wards on eves
  - for ward, admits on days, cover 2 wards on eves

- **Level of care:**
  - Admission
  - Lower Acuity Long Term
  - Higher Acuity Long Term
  - Highest Acuity Long Term

- **Developmental Disabilities:**
  - - Transport/Escort team
  - - Peer Support Specialists
  - - Social Work float pool
  - - Nursing Float pool
  - - Contact/Intake Specialists

- **Shaded boxes:**
  - HMH mandated staffing requirements for any ward-level staff are assumed to be included here.
  - [OD] OD: Office Duty

### General notes:

- The descriptions section of the main staffing model Analysis project report provides additional context for these numbers.
- This reflects a hospital-wide staffing for the staff, staffing for individual shifts (e.g. the treatment mall staff) or the Treatment Mall only (e.g. the Primary Care Team) would be addressed differently.
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- This reflects total FTE for each ward, additional staffing could support these baseline numbers, if needed.
- These numbers would reflect total FTE per Ward. A conversion factor of 1.8 would be used to determine 24/7/365 coverage for each staff position noted here.
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### Western State Hospital (WSH) Target Staffing Model (Ward-Level)

#### Center Staffing Totals

<table>
<thead>
<tr>
<th>Type of Staff</th>
<th>Center</th>
<th>Day</th>
<th>Eve</th>
<th>Night</th>
<th>OD</th>
<th>Total</th>
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<tbody>
<tr>
<td>Admission</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>1.00</td>
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<tr>
<td>Diet, Dietary Aide</td>
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<td>1.00</td>
<td>0.50</td>
<td>0.00</td>
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<td>1.50</td>
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<td>0.00</td>
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<tr>
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<td>0.00</td>
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<tr>
<td>Medical Physician/Med-Surg</td>
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<td>6.00</td>
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<td>Psychiatrist/Psych ARNP</td>
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<td>2.00</td>
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<td>2.00</td>
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<td>6.00</td>
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<td>RN/LPN/PSN</td>
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<td>1.00</td>
<td>1.00</td>
<td>1.00</td>
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<td>3.00</td>
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<tr>
<td>Other Medical</td>
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<td>ARNP/Physician Assistant (PA-C)</td>
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| Notes on specific staff roles: General notes:
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