



**Texas Center for Nursing Workforce Studies
Department of State Health Services**

P.O. Box 149347 • Austin, TX 78714-9347 • Phone: 512-776-6723 • www.dshs.state.tx.us/chs/cnws

Welcome to the 2014 Hospital Nurse Staffing Survey (HNSS)

Purpose: The primary purpose of this survey is to assess the size and effects of the nursing shortage in Texas hospitals. The information in this survey will serve as a guide for the development of policy recommendations by the Texas Center for Nursing Workforce Studies Advisory Committee. The data you provide will also be instrumental in developing projections for the number of nurses needed in Texas. Your participation in this study is completely voluntary but highly encouraged.

Access to the Survey Link

<http://www.dshs.state.tx.us/chs/cnws/2014-HNSS/>

Due Date: Your completed survey is due by Wednesday, April 30, 2014.

Confidentiality Agreement: Your responses are completely confidential. We will report aggregate findings (statewide and regional results) only.

If you have questions at any time about the survey or the procedures, you may contact Pam Lauer by phone at 512-776-6723 or by email at tcnws@dshs.texas.gov.

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For the purpose of this survey, please include data for all hospital services except clinics.

1. Hospital Information*

Please provide the following information for your individual hospital (NOT hospital system).	
Hospital Name:	
State License #:	
Physical Address:	
Mailing address (if different from above):	
City, County, State, Zip Code:	
Contact Person:	
Contact Title:	
Contact E-mail:	
Contact Phone Number:	
CNO Name (If different from Contact Person):	
CNO E-mail:	

2. Number of beds*

Number of Licensed Beds	
Number of Staffed Beds	

3. Please indicate which of the following designations apply to your hospital. Select all that apply.

- Teaching hospital (As verified by Council on Teaching Hospitals)
- Magnet hospital
- Pathway to Excellence organization (As designated by the American Nurses Credentialing Center)
- Designated trauma center
- Rural hospital

4. What level trauma center corresponds to your hospital?

- Level 1 Trauma Center
- Level 2 Trauma Center
- Level 3 Trauma Center
- Level 4 Trauma Center

5. What is the maximum number of hours per week that is considered part-time in your organization?*

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6. Does your hospital's board have any RN members?* If no, skip to question 8.

- Yes
- No

7. If "yes" to question 6, does that RN board member have voting privileges?

- Yes
- No

Staffing

Survey responses are strictly confidential. Individual hospitals will not be identified when survey results are reported.

8. Please indicate the type of change, if any, in the number of budgeted direct patient care RN FTEs on staff in the past two years.*

- Increased (Continue to question 9.)
- Decreased (Skip to question 10.)
- No change (Skip to question 11.)

9. What are the reasons your organization has increased budgeted direct patient care RN FTEs on staff in the past two years? Select all that apply and then skip to question 11.

- Patient volume
- Patient acuity
- Decrease in nurse/patient ratios
- Addition of new beds
- Addition of new units and services
- Other (Please Specify) _____

10. What are the reasons your organization has reduced budgeted direct patient care RN FTEs on staff in the past two years? Select all that apply.

- Closing or reducing size of units or departments
- Net revenue concerns
- Ability to accomplish some "RN tasks" with nurse aides and LVNs
- Inability to fill existing RN positions
- Other (Please Specify) _____

11. Please indicate the average number of days it currently takes your organization to fill direct patient care RN positions in the following specialty areas:*

	1-30 days	31-60 days	61-90 days	91 days or more	N/A
Adult Medical/Surgical	<input type="checkbox"/>				
Pediatric Medical/Surgical	<input type="checkbox"/>				
Adult Intensive Care/Critical Care (include ICU, CCU, SICU)	<input type="checkbox"/>				
Pediatric Intensive Care/Critical Care (includes ICU, CCU, SICU)	<input type="checkbox"/>				
Obstetrics/Gynecology/Labor & Delivery	<input type="checkbox"/>				
Neonatal ICU	<input type="checkbox"/>				
Operating Room/Recovery Care (including outpatient)	<input type="checkbox"/>				
Emergency Department	<input type="checkbox"/>				
Psych/Mental Health/Substance Abuse	<input type="checkbox"/>				
Other Direct Patient Care RNs	<input type="checkbox"/>				

12. Where do you currently focus your RN recruitment efforts? Select all that apply.*

For assistance, contact the TCNWS at 512-776-6723 or by email at TCNWS@dshs.texas.gov

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- Within Texas
- In states outside of Texas
- Internationally
- Other (Please Specify) _____

13. If you focus your RN recruitment efforts outside of Texas, please describe why.

14. Which of these nursing staff retention/recruitment strategies are used by your hospital? *Select all that apply.* *

- | | |
|---|--|
| <input type="checkbox"/> NONE | <input type="checkbox"/> Career ladder positions for HHAs/NAs/CNAs |
| <input type="checkbox"/> Health insurance | <input type="checkbox"/> Flexible scheduling or job sharing |
| <input type="checkbox"/> Retirement plan | <input type="checkbox"/> Shift differential |
| <input type="checkbox"/> Paid vacation days | <input type="checkbox"/> Merit bonus |
| <input type="checkbox"/> Employee recognition programs (employee of the month, staff dinners/luncheons, etc.) | <input type="checkbox"/> Sabbatical |
| <input type="checkbox"/> Reimbursement for workshops/conferences | <input type="checkbox"/> Tuition (reimbursement or direct payment for employees/new hires) |
| <input type="checkbox"/> Sign-on bonus | <input type="checkbox"/> Payback for unused sick/vacation time |
| <input type="checkbox"/> Bonus for recruiting nursing staff to the organization | <input type="checkbox"/> Other (<i>please specify in the box below</i>) |
| <input type="checkbox"/> Career ladder positions for RNs/LVNs/APRNs | |

Other:

15. What consequences has your agency experienced in the past year as a result of an inadequate supply of nursing personnel? *Select all that apply.* *

- | | |
|---|---|
| <input type="checkbox"/> We had an adequate supply of nursing personnel | <input type="checkbox"/> Increased use of temporary/agency nurses |
| <input type="checkbox"/> Increased workloads | <input type="checkbox"/> Delays in providing care |
| <input type="checkbox"/> Low nursing staff morale | <input type="checkbox"/> Increased patient/family complaints |
| <input type="checkbox"/> Declined referrals | <input type="checkbox"/> Increased absenteeism |
| <input type="checkbox"/> Inability to expand services | <input type="checkbox"/> Increased number of incident reports |
| <input type="checkbox"/> Increase in voluntary overtime | <input type="checkbox"/> Difficulty completing required documentation on time |
| <input type="checkbox"/> Delayed admissions | <input type="checkbox"/> Using administrative staff to cover nursing visits |
| <input type="checkbox"/> Wage increases | <input type="checkbox"/> Other (<i>please specify in the box below</i>) |
| <input type="checkbox"/> Increased nursing staff turnover | |

Other:

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16. On a scale from 1 to 4, where 1=most important, please rank in order of importance when hiring RNs, the weight you assign the following attributes: *

- _____ Past relevant (hospital or specialty) nursing experience
- _____ Past non-relevant nursing experience
- _____ Bilingual
- _____ Bachelor’s in nursing or higher education

17. Please state any other key attributes you look for when hiring RN staff.

18. In your opinion, how important is a bachelor’s in nursing education for RN staff at your agency? *

- Unimportant
- Of little importance
- Moderately important
- Important
- Very Important

19. Please provide the following information regarding nursing informaticists within your hospital during the week of January 19 – January 25, 2014? Enter “0” as applicable.*

Number of <u>nursing informaticists</u> employed during the week of January 19-January 25, 2014	
Number of vacant <u>nursing informaticists</u> positions during the week of January 19 –January 25, 2014	

In questions 20-23, please provide staffing numbers for RNs, LVNs, and NAs. Staffing questions about APRNs are in the following section.

20. ONLY include direct patient care staff. Do not include agency, contract, or traveling nurses in this section. Please enter “N/A” if your hospital does not employ the particular type of nurse. Please note that you are to report FTEs (full-time equivalents) in this question.*

	Total number of FTE positions occupied during the week of 01/19/2014 - 01/25/2014	Total number of vacant FTEs being recruited during the week of 01/19/2014 - 01/25/2014	Total number of vacant FTEs on hold/frozen during the week of 01/19/2014 - 01/25/2014	Additional number of FTEs your organization expects to budget next fiscal year.
Registered Nurses (RNs)				
Licensed Vocational Nurses (LVNs)				
Nurse Aides (NAs)				

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21. ONLY include direct patient care staff. Do not include agency, contract, or traveling nurses in this section. Please enter "N/A" if your hospital does not employ the particular type of nurse. Please note that you are to report a head count in this question.*

	Number of full-time workers employed 01/01/13	Number of full-time workers employed 12/31/13	Number of part-time workers employed 01/01/13	Number of part-time workers employed 12/31/13	Number of per diem workers employed 01/01/13	Number of per diem workers employed 12/31/13
Registered Nurses (RNs)						
Licensed Vocational Nurses (LVNs)						
Nurse Aides (NAs)						

22. ONLY include direct patient care staff. Do not include agency, contract, or traveling nurses in this section. Please enter "N/A" if your hospital does not employ the particular type of nurse. Please note that you are to report a head count in this question. *

	Total number of separations during 01/01/2013 - 12/31/2013
Registered Nurses (RNs)	
Licensed Vocational Nurses (LVNs)	
Nurse Aides (NAs)	

23. ONLY include direct patient care staff. Please enter "N/A" if your hospital does not employ the particular type of nurse. Please note that you are to report FTEs (full-time equivalents) in this question.*

	Contract, agency, and traveling staff FTEs employed during the week of 01/19/2014 - 01/25/2014
Registered Nurses (RNs)	
Licensed Vocational Nurses (LVNs)	
Nurse Aides (NAs)	

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24. Please indicate whether your hospital directly employs the following APRN types or whether the hospital contracts APRN services through another entity.*

	My hospital directly employs this type of APRN.	My hospital contracts this APRN service through another entity.	I am unsure whether my hospital directly employs or contracts this type of APRN.	My hospital does not employ this type of APRN.
Nurse Practitioners (NPs)				
Clinical Nurse Specialists (CNS)				
Certified Registered Nurse Anesthetists (CRNAs)				
Certified Nurse Midwives (CNMs)				

Questions 25-27 only pertain to hospitals that directly employ APRNs. If your hospital contracts APRNs, please proceed to question 28. If you are unsure whether your hospital employs or contracts APRNs or your hospital does not employ APRNs, please proceed to question 29.

25. ONLY include direct patient care staff. Do not include agency, contract, or traveling nurses in this section. Please enter "N/A" if your hospital does not use the particular type of nurse. Please note that you are to report FTEs (full-time equivalents) in this question.

	Total number of FTE positions occupied during the week of 01/19/2014 - 01/25/2014	Total number of vacant FTEs being recruited during the week of 01/19/2014 - 01/25/2014	Total number of vacant FTEs on hold/frozen during the week of 01/19/2014 - 01/25/2014	Additional number of FTEs your organization expects to budget next fiscal year.
Nurse Practitioners (NPs)				
Clinical Nurse Specialists (CNS)				
Certified Registered Nurse Anesthetists (CRNAs)				
Certified Nurse Midwives (CNMs)				

26. ONLY include direct patient care staff. Do not include agency, contract, or traveling nurses in this section. Please enter "N/A" if your hospital does not use the particular type of nurse. Please note that you are to report a head count in this question.

	Number of full-time workers employed 01/01/13	Number of full-time workers employed 12/31/13	Number of part-time workers employed 01/01/13	Number of part-time workers employed 12/31/13	Number of per diem workers employed 01/01/13	Number of per diem workers employed 12/31/13
Nurse Practitioners (NPs)						
Clinical Nurse Specialists (CNS)						
Certified Registered Nurse Anesthetists (CRNAs)						
Certified Nurse Midwives (CNMs)						

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27. ONLY include direct patient care staff. Do not include agency, contract, or traveling nurses in this section. Please enter "N/A" if your hospital does not use the particular type of nurse. Please note that you are to report a head count in this question.

	Total number of separations during 01/01/2013 - 12/31/2013
Nurse Practitioners (NPs)	
Clinical Nurse Specialists (CNS)	
Certified Registered Nurse Anesthetists (CRNAs)	
Certified Nurse Midwives (CNMs)	

28. ONLY include direct patient care staff. Please enter "N/A" if your hospital does not use the particular type of nurse. Please note that you are to report FTEs (full-time equivalents) in this question.

	Contract, agency, and traveling staff FTEs employed during 01/19/2014 -01/25/2014
Nurse Practitioners (NPs)	
Clinical Nurse Specialists (CNS)	
Certified Registered Nurse Anesthetists (CRNAs)	
Certified Nurse Midwives (CNMs)	

Methods and Costs of Interim Staffing

29. Please indicate the methods of interim staffing employed in your hospital. Select all that apply.

- Voluntary overtime
- In-house staffing pool
- Contract/traveling nurses
- Per diem nurses
- Temporary staffing agencies
- Use of managerial staff
- Other interim staffing methods (please specify) _____

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30. Please indicate the hours and costs of interim staffing methods used in your hospital from 1/1/2013 through 12/31/2013 for all direct patient care licensed nursing staff. This information can be obtained from your organization’s Chief Financial Officer. Please enter “N/A” if your hospital does not use a particular method of interim staffing.

	Hours	Cost
Voluntary overtime		
In-house staffing pool		
Contract/traveling nurses		
Per diem nurses		
Temporary staffing agencies		
Use of managerial staff		
Other interim staffing methods		

Hiring of Newly Licensed RN Graduates

In the report, *The Future of Nursing: Leading Change, Advancing Health*, which was published by the Committee on the Robert Wood Johnson Foundation Initiative in the Institute of Medicine, there is a section that discusses the issues involved in the transition of newly licensed RNs from school to professional nursing practice. The following questions are intended to inform stakeholders of current trends regarding transition into practice type programs for newly licensed RNs in Texas.

31. How has the recent economic recession affected your nurse staffing and hiring practices in regard to newly licensed RNs? Please indicate no effect if appropriate.

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32. Please indicate the number of newly licensed RNs, by degree, that were hired by your organization during your organization’s last fiscal year.

	Number of newly licensed RN applicants hired
Diploma	
ADN	
BSN	
MSN Alt. Entry	

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33. Please provide the following information on the transition to practice programs your organization uses.

Please select all of the types of transition to practice programs used by your hospital.		Please indicate whether your transition to practice program is an employment or non-employment model.	Length of program in weeks	Number of new nursing graduates that participated in program during last fiscal year.
<input type="checkbox"/>	Residency	<input type="radio"/> Employment Model <input type="radio"/> Non-employment Model		
<input type="checkbox"/>	Internship	<input type="radio"/> Employment Model <input type="radio"/> Non-employment Model		
<input type="checkbox"/>	Orientation for new nursing graduates	<input type="radio"/> Employment Model <input type="radio"/> Non-employment Model		
<input type="checkbox"/>	Mentoring or Preceptor Program	<input type="radio"/> Employment Model <input type="radio"/> Non-employment Model		
<input type="checkbox"/>	Fellowship	<input type="radio"/> Employment Model <input type="radio"/> Non-employment Model		
<input type="checkbox"/>	Other (Please describe below) _____	<input type="radio"/> Employment Model <input type="radio"/> Non-employment Model		

34. Please select up to three (3) main outcomes that have resulted in your organization as a result of your transition to practice program:

- Increased number of new graduates applying for RN positions in your organization.
- Decreased turnover of newly licensed RNs in the first year of employment.
- Improved clinical decision making abilities among first year nurses.
- Improved clinical competence in patient care among first year nurses.
- Improved communication skills among first year nurses with physicians, other health professionals, staff, patients, and families.
- Improved organization and prioritizing skills in clinical practice among first year nurses.
- Improved ability to incorporate research-based evidence in clinical practice among first year nurses.
- Other (Please specify) _____

Additional Comments and Suggestions

Please use this space to make any comments or suggestions regarding any section of this survey.

You have reached the end of the 2014 Hospital Nurse Staffing Survey! Thank you for your participation. If you have any questions or concerns, contact Pamela Lauer at (512)776-6723 or by email at TCNWS@dshs.texas.gov.