



Stony Brook Southampton Hospital

240 Meeting House Lane
Southampton NY 11968
631.726.8200
www.southamptonhospital.org

November 8, 2023

NY State Department of Health
hospitalstaffingplans@health.ny.gov

To Whom it May Concern,

Attached is the written nursing service plan as developed by the Stony Brook University Hospital (SBUH) and adopted by the Nurse Staffing Committee of Stony Brook Southampton Hospital. It is approved under the administrative authority of the Director of Nursing Services, i.e.: Althea Mills MSN, RN CNO, VP Patient Care Services.

The CNO is responsible for the operation of nursing services and is responsibility for all areas where nursing care is delivered.

Factors considered in development of the staffing plans for each unit included:

1. Census and activity (discharges, admissions, transfers, procedures)
2. Acuity factors that are determined shift by shift as determined by expected acuity and flexed to account for exceptions as pre-approved at the Nurse Staffing Committee and built into the staffing analysis.
3. Skill mix per unit as denoted on individual staffing plans
4. Experience, expertise and training of personnel including designation of charge nurse and other specific duty nurses (eg: discharge nurses)
5. Unit specific required equipment (e.g.: telemetry, ventilators, ECMO)
6. Architecture and geography of individual units that take into account difference needs based on units with all private rooms, vs. semi-private rooms, vs. open bays (e.g.: Recovery Room)
7. Methods of 1:1 Observation
8. Specialty characteristics of units, including but not limited to psychiatric care, burn care, emergency care, dementia care, interpreter needs, and social determinants of health needs.





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9. Worker and patient safety including but not limited to patient handling equipment, panic buttons, de-escalation training
10. State, local and specialty specific nursing guidelines
11. Support for unit based nursing including but not limited to phlebotomy, transport teams, Respiratory Therapy, Physical Therapy, Social Workers, Case Managers, Chaplaincy, emergency teams, centralized telemetry monitoring.
12. Emergency surge plans which have been developed to support unforeseen circumstances and based on allowable waivers
13. Coverage for meal breaks, rest breaks, and planned time off
14. Measurement and review of Nursing Quality Indicators as submitted to NDNQI.
15. Approval of all plans in collaboration with the Chief Financial Officer and designee and within allotted budgets.
16. The ability to supplement the plan through agency staffing and a float pool to cover needs and account for unexpected circumstances.

Respectfully Submitted,

Althea Mills, RN, MSN;
Chief Nursing Officer, Vice President of Patient Care Services
Stony Brook Southampton Hospital





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2023 Staffing Proposal						
Service Line	Unit	Average Daily Census	Nursing Staff	Coverage by Shift		
				Day	Swing	Night
Critical Care	ICU	4	Charge RN	1	-	1
	(7 Beds)		RN	2	-	2
	1:2 RN		CNA/WC/EKG	1	-	1
			Unit Clerk	1	-	-
	CCU	4	RN	2	-	2
	(4 Beds)		CNA/WC/EKG	1	-	-
1:2 RN						
Med/Surg	North 2/Tele	29	Charge RN	1	-	1
	(43 Beds)		RN	7	-	7
	1:5 RN		CNA/WC/EKG	4	-	4
			Unit Clerk	1	-	1
	North 3	22	Charge RN	1	-	1
	(25 Beds)		RN	4	-	4
	1:6 RN		CNA/WC/EKG	3	-	3
	Except with Tele 1:5 RN		Unit Clerk	1	-	1
Maternity Center	Maternity		Charge RN	1	-	1
	L&D/Triage		RN	2	-	2
	(4 Bed)					
	OB/GYN	5.5	RN	1	-	1
	(10 Bed)		LPN	1	-	1
	1:6 RN		CNA	1	-	-
			Unit Clerk/Registrar	1	-	-
	Nursery		RN	1	-	1
	(10 Bed)					
	CT/MRI		RN	1	-	-
			CT/MRI Tech	3	-	-
		CNA	1	-	-	
IR/Cath Lab		Radiology Tech	4	-	-	



DAY SHIFT

ICU/CCU Department: Capacity (7), Ratio 1: 2					
Census	Charge RN	RN	LPN	NA	WC
7	1	4	0	1	1
5 - 6	1	3	0	1	1
3 - 4	1	2	0	1	1
1 - 2	1	1	0	1	1

NIGHT SHIFT

ICU/CCU Department: Capacity (7), Ratio 1: 2					
Census	Charge RN	RN	LPN	NA	WC
7	1	4	0	1	1
5 - 6	1	3	0	1	1
3 - 4	1	2	0	1	1
1 - 2	1	1	0	1	1



DAY SHIFT

North 2 Department : Capacity (43), Ratio 1: 5					
Census	Charge RN	RN	LPN	NA	WC
43	1	8		5	1
37 - 42	1	7		5	1
31 - 36	1	6		4	1
25 - 30	1	5		3	1
19 - 24	1	4		3	1
13 - 18	1	3		2	1
7 - 12	1	2		2	1
1 - 6	1	1		1	1

NIGHT SHIFT

North 2 Department: Capacity (43), Ratio 1 : 5					
Census	Charge RN	RN	LPN	NA	WC
43	1	8		5	1
37 - 42	1	7		5	1
31 - 36	1	6		4	1
25 - 30	1	5		3	1
19 - 24	1	4		3	1
13 - 18	1	3		2	1
7 - 12	1	2		2	1
1 - 6	1	1		1	1



DAY SHIFT

North 3 Department: Capacity (25), Ratio 1 : 5					
Census	Charge RN	RN	LPN	NA	WC
25	1	5		3	1
19 - 24	1	4		3	1
13 - 18	1	3		2	1
7 - 12	1	2		2	1
1 - 6	1	1		1	1

NIGHT SHIFT

North 3 Department: Capacity (25), Ratio 1 : 5					
Census	Charge RN	RN	LPN	NA	WC
25	1	5		3	1
19 - 24	1	4		3	1
13 - 18	1	3		2	1
7 - 12	1	2		2	1
1 - 6	1	1		1	1



OB/GYN: POSTPARTUM MOTHER/BABY Ratio 1:6					
Census	Charge RN	RN	LPN	NA	WC
7-10	1	2	1	1	1
1-6	1	1	1	1	1

L&D: Ratio 1:1					
Census	Charge RN	RN	LPN	NA	WC
1-4	1	3	0	0	0

Newborn: Ratio 1:3					
Census	Charge RN	RN	LPN	NA	WC
8-10	1	3	0	0	1
4-7	1	2	0	0	1
1-3	1	1	0	0	1

Well Baby/Nursery: Ratio 1:6					
Census	Charge RN	RN	LPN	NA	WC
7-10	1	2	0	0	1
1-6	1	1	0	0	1

Post-Partum/Mother: Ratio 1:6					
Census	Charge RN	RN	LPN	NA	WC
7-10	1	2	1	1	1
1-6	1	1	1	1	1

Post-Partum: Mother/Baby couplet: Ratio 1:3					
Census	Charge RN	RN	LPN	NA	WC
8-10	1	3	1	1	1
4-7	1	2	1	1	1
1-3	1	1	1	1	1



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2023 Staffing Proposal						
Service Line	Unit	Average Daily Census	Nursing Staff	Coverage by Shift		
				Day	Swing	Night
Emergency Department	ED	74 visits	Charge RN	1	-	1
	(16 Bed)		Triage RN	1	1	1
	1:1 Trauma RN		ED RN	4 - 6	4 - 6	4
	1:2 Critical RN		CNA/WC/EKG	3 - 4	3 - 4	3 - 4
	1:4 RN		LPN	-	2	-
Wound Care	Wound Care	15 -30 visits	Charge RN	1	-	-
		3 rooms	RN	4	-	-
			LPN	1	-	-
Peri-Operative Services	OR	3-4 rooms	RN	7 - 10	-	-
	(6 OR)		CST/Surgical Tech	1 - 3	-	-
			Nursing Assistant	1	-	-
			Unit Clerk	1	-	-
	ASU/Endo	ASU variable	RN	8	-	-
	(15 Bed)		LPN	1	-	-
			Scrub	1	-	-
		Endo 3 days a week	CNA	1	-	-
			Unit Clerk	1	-	-
		PACU	variable	RN	4	-
Radiology	Breast Center	variable	RN	1	-	-
	IR/Cath lab	5 - 10	RN	5 - 6	-	-