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Dear Dr. Stephanie Sulman, Director Division of Hospitals and Diagnostic & Treatment Centers,

I want to acknowledge and thank the Elmhurst Nursing Management and the Union Nursing leadership for coming together this past year to ensure Elmhurst Hospital has the best possible Nursing Staffing Plan for our units and patients. We reached consensus on all of the staffing modules.

This is further evidence of the alignment and trust in our mission to serve all individuals that need care regardless of their ability to pay.

In the spirit of our shared mission and seeing this as an opportunity to establish best practice, I am confident these new staffing models will enhance partnership with our union members and management teams.

Sincerely,



Helen Arteaga-Landaverde, MPH, PhD  
Chief Executive Officer



EL			Physical Bed Count	VISITS	RN			Nursing Support			BHA			HN			Clerical			CONSENSUS
					Shift 1	Shift 2	Shift 3	Shift 1	Shift 2	Shift 3	Shift 1	Shift 2	Shift 3	Shift 1	Shift 2	Shift 3	Shift 1	Shift 2	Shift 3	
Ambulatory Surgery	Ambulatory Sur	Periop		EPIC	N/A	1.0	1.0	N/A	1.0	N/A	N/A	N/A	N/A	N/A	N/A	1 : Unit	1 : Unit	YES		
ACT		BH	3.0	EPIC	N/A	1.0	N/A	N/A										YES		
Cardiac Catheterization	Cardiac Cathet	Periop	5.0	EPIC	N/A	4.0	N/A	N/A	1.0	N/A	N/A	N/A	N/A	N/A	N/A	1 : Unit	N/A	YES		
Dialysis - Acute	Hemodialysis	Med / Surg	6.0	EPIC	N/A	3.0	3.0	N/A	1.0	1.0	N/A	N/A	N/A	N/A	N/A	1 : Unit	N/A	YES		
Endoscopy	endoscopy	Periop	9.0	EPIC	N/A	3.0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	YES		
Mental Health Services O/P	Behavioral Hea	Adult Psych	205.0	EPIC	N/A	3.0	N/A	N/A	1.0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	YES		
Methadone	Methadone	Adult Psych	142.0	EPIC	N/A	3.0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1 : Unit	N/A	N/A	YES		
Nuclear Medicine/Radiology	Nuclear Medici	Periop	152.0	EPIC	2.0	9.0	2.0	1.0	3.0	1.0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	YES		
Obstetrics/Gynecology	Women's Health	Amb Care		EPIC	N/A	8.0	N/A	N/A	4.0	N/A	N/A	N/A	N/A	N/A	1 : Unit	N/A	N/A	YES		
Pediatric Primary Care	Pediatric Primary Care	Amb Care		EPIC	N/A	6.0	N/A	N/A	7.0	N/A	N/A	N/A	N/A	N/A	1 : Unit	N/A	N/A	YES		
Outpatient Clinics:	Med/ Surg Spe	Amb Care		EPIC	N/A	9.0	N/A	N/A	7.0	N/A	N/A	N/A	N/A	N/A	1 : Unit	N/A	N/A	YES		
	OHS	Amb Care		EPIC	N/A	1.0	N/A	N/A	1.0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	YES		
	DIAGNOSTIC	Amb Care		EPIC	N/A	1.0	N/A	N/A	1.0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	YES		
	PREADMIN TE	Amb Care		EPIC	N/A	1.0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	YES		
	WORLD TRAD	Amb Care		EPIC	N/A	1.0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	YES		
	IMMUNOLOGY	Amb Care		EPIC	N/A	3.0	N/A	N/A	1.0	N/A	N/A	N/A	N/A	N/A	1 : Unit	N/A	N/A	YES		
Infusion Center	Infusion Center	Amb Care	22.0	EPIC	N/A	2.0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	YES		
Geriatric	Senior Care	Amb Care		EPIC	N/A	2.0	N/A	N/A	1.0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	YES		
Medical Primary Care	MPC	Amb Care		EPIC	N/A	8.0	N/A	N/A	7.0	N/A	N/A	N/A	N/A	N/A	1 : Unit	N/A	N/A	YES		
Chemical Dependency	Chemical Dependency	Adult Psych	34.0	EPIC	N/A	1.0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	YES		
Short Stay	Observation R	Emergency Services		EPIC	2.0	2.0	2.0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	YES		
Partial Hospitalization - Adult	Partial Hospitalization - Adult	Adult Psych	7.0	EPIC	N/A	1.0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	YES		
Partial Hospitalization - Peds	Partial Hospitalization - Peds	Peds Psych	5.0	EPIC	N/A	1.0	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	YES		
PACU	PACU	Periop	12.0	EPIC	2.0	5.0	6.0	N/A	1.0	1.0	N/A	N/A	N/A	N/A	1 : Unit	N/A	N/A	YES		
CPEP	CPEP	Adult/ Child Psych		EPIC	4.0	4.0	4.0	N/A	N/A	N/A	3.0	3.0	3.0	N/A	1 : Unit	N/A	N/A	YES		

cases per day

Adult Emergency Department

		RN		Nursing Support			BHA			Sitter			Consensus Reached
		Shift 1 Ratio	Shift 2 Ratio	Shift 1 Ratio	Shift 2 Ratio	Shift 3 Ratio	Shift 1 Ratio	Shift 2 Ratio	Shift 3 Ratio	Shift 1 Ratio	Shift 2 Ratio	Shift 3 Ratio	
Applies to All Adult Emergency Departments	ESI 1	1 : 1	1 : 1	1 : 12	1 : 12	1 : 12	2 : Unit	2 : Unit	2 : Unit	4 : Unit	4 : Unit	4 : Unit	yes
	ESI 2	1 : 2	1 : 2										
	ESI 3	1 : 5	1 : 5										
	ESI 4 + 5	1 : 8	1 : 8										

Ratio does not change based on ESI

PEDs Emergency Department

		RN		Nursing Support			BHA			Sitter			Concensus Reached
		Shift 1 Ratio	Shift 2 Ratio	Shift 1 Ratio	Shift 2 Ratio	Shift 3 Ratio	Shift 1 Ratio	Shift 2 Ratio	Shift 3 Ratio	Shift 1 Ratio	Shift 2 Ratio	Shift 3 Ratio	
Applies to All PEDs Emergency Departments	ESI 1	1 : 1	1 : 1	1 : 12	1 : 12	1 : 12	N/A	N/A	N/A	N/A	N/A	N/A	Yes for ESI levels 1-3. No for
	ESI 2	1 : 2	1 : 2										
	ESI 3	1 : 5	1 : 5										
	ESI 4 + 5	1 : 8	1 : 8										

Ratio does not change based on ESI

Nursing Support Titles

- PCA
- PCT
- PSHT
- Nurses Aide

**Operating Room**

Operating Room  
17 cases per day

RN		Surgical Tech			Nursing Support			Consensus Reached
Shift 1 Ratio	Shift 2 Ratio	Shift 1 Ratio	Shift 2 Ratio	Shift 3 Ratio	Shift 1 Ratio	Shift 2 Ratio	Shift 3 Ratio	
1 : 1	1 : 1	1 : 1	1 : 1	1 : 1	N/A	N/A	N/A	yes