

Staffing Plan
Samaritan-Albany Memorial Campus
Pfi 4
600 Northern Blvd.
Albany, NY
12204
2023-2024

DHDTC DAL# 22-05 (June 23, 2022)

DHDTC DAL#: 23-16 (October 25, 2023)

NYS PHL Section 2805-t

Albany Memorial Emergency Dept

Grid based on 107 pts/per day - Flexed down / staff shifted to other sites when census below 95.

Hours	7 AM	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	9 PM	10 PM	11 PM	12 AM	1 AM	2 AM	3 AM	4 AM	5 AM	6 AM	Daily totals - hours per day	FTEs	
RN	3	3	5	5	6	6	7	7	8	8	8	8	9	9	7	7	6	6	5	5	4	4	4	4	4	144	25.20
Charge RN	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	24	4.20
PCT	1	2	2	2	3	3	3	3	4	4	4	4	4	4	4	4	3	2	2	2	1	1	1	1	64	11.20	
LPN	0	0	0	0	1	1	1	1	1	1	1	1	1	1	1	1	0	0	0	0	0	0	0	0	12	2.10	
RN evening supervisor	0	0	0	0	0	0	0	0	1	1	1	1	1	1	1	1	1	1	1	1	0	0	0	0	12	2.10	
Total hours	5	6	8	8	11	11	12	12	15	15	15	15	16	16	14	14	11	10	9	9	6	6	6	6	256		
Nurse Manager	40 hour work week																									1.00	
Nurse Supervisor - day lead	40 hour work week																									1.00	
Program Liason																										0.19	
																								Total	46.99		

Staffing Grid FTE's By Skill

Skill	F/V	FTE's
Manager	F	1.00
RN	V	25.20
Charge RN	V	4.20
LPN	v	2.10
TCA	V	11.20
SA	V	-
Secretary	F	-
Supv	F	3.10
Program Liason	F	0.19

Worked FTEs	46.99
Volume based on 110 visits/day	1,540
Target based on staffing grid	2.441
Current Target	2.431

Wound Care																												
RN/LPN/Unlicensed/Ancillary Frontline		7 AM	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	9 PM	10 PM	11 PM	12 AM	1 AM	2 AM	3 AM	4 AM	5 AM	6 AM	Days of W	FTE Hours	FTEs
Additional	Director		1	1	1	1	1	1	1	1	1															Weekday	9	1.13
Additional	Manager		0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8																Weekday	8	0.80
Ancillary	PCT	1	1	1	1	1	1	1	1	1																Weekday	8	1.13
Ancillary	PCT	1	1	1	1	1	1	1	1	1																Weekday	8	1.13
RN	RN FT	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0																Weekday	8	7.88
RN	RN PT	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5															-	Weekday	8	1.69
RN	RN Per Diem	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0																Weekday	8	1.13
Additional	Front Office Coordinator	2.0	2.0	2.0	1.5	1.5	1.5	1.5	1.5	1.5																Weekday	15	1.88
Additional	Billing Analyst		0.5	1.0	1.0	1.0	1.0	1.0	1.0	1.0	0.5	0.5														Weekday	8	1.06
Additional	Providers- non employed																											17.80
	Cases	7 AM	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	9 PM	10 PM	11 PM	12 AM	1 AM	2 AM	3 AM	4 AM	5 AM	6 AM			1,424.00
	50-75 cases per day																									Weekday		

Hyperbarics Part of the Wound Care team																												
RN/LPN/Unlicensed/Ancillary Frontline		7 AM	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	9 PM	10 PM	11 PM	12 AM	1 AM	2 AM	3 AM	4 AM	5 AM	6 AM	Days of W	FTE Hours	FTEs
Ancillary	RN FT (Safety Director)	1	1	1	1	1	1	1	1	1																Weekday	8	1.00
Ancillary	LPN FT (Hyperbaric Tech)	1	1	1	1	1	1	1	1	1																Weekday	8	1.00
																												2.00
	Cases	7 AM	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	9 PM	10 PM	11 PM	12 AM	1 AM	2 AM	3 AM	4 AM	5 AM	6 AM			160.00
	6-9 Cases per day																											

Infusion																												
RN/LPN/Unlicensed/Ancillary Frontline		7 AM	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	9 PM	10 PM	11 PM	12 AM	1 AM	2 AM	3 AM	4 AM	5 AM	6 AM	Days of W	FTE Hours	FTEs
Additional	Supervisor	1	1	1	1	1	1	1	1	1																Weekday	8	1.00
Additional	Manager	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2																Weekday	8	0.20
Additional	PCT	1	1	1	1	1	1	1	1	1																Weekday	8	1.00
Ancillary	RN FT	1	1	1	1	1	1	1	1	1																Weekday	8	1.00
Ancillary	RN PT	2	2	2	2	2	2	2	2	2																Weekday	8	2.00
Ancillary	RN Per diem	1	1	1	1	1	1	1	1	1																Weekday	8	1.00
																												6.20
	Cases	7 AM	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	9 PM	10 PM	11 PM	12 AM	1 AM	2 AM	3 AM	4 AM	5 AM	6 AM			496.00
	20-30 cases per day																											

Ostomy																													
RN/LPN/Unlicensed/Ancillary Frontline		7 AM	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	9 PM	10 PM	11 PM	12 AM	1 AM	2 AM	3 AM	4 AM	5 AM	6 AM	Days of W	FTE Hours	FTEs	
Ancillary	Nurse Practitioner FT	1	1	1	1	1	1	1	1																	Weekday	8	1.00	
Ancillary	Nurse Practitioner Per Diem					0.5	0.5	0.5	0.5																	Weekday	8	0.25	
																												1.25	
	Cases	7 AM	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	9 PM	10 PM	11 PM	12 AM	1 AM	2 AM	3 AM	4 AM	5 AM	6 AM			100.00	
	4-6 cases per day																												