

Health and Care (Staffing) (Scotland) Act 2019

12IR 'HIS: Monitoring and Development of Staffing Tools'

Revision to the Community Nurse Staffing Level Tool, the Community Children's and Children's Specialist Nurse Staffing Level Tool, and the Clinical Nurse Specialist Staffing Level Tool (3Cs) multipliers

1.0 Introduction

Healthcare Improvement Scotland (HIS) recommends to Scottish Ministers revisions to the staffing tools, prescribed under section 12IJ (3) of the Health and Care (Staffing) (Scotland) Act 2019 (HCSA) as follows:

The revision of the 'Community Nurse Staffing Level Tool Version 4' with a new revised staffing level tool 'Community Nurse Staffing Level Tool Version 5'

- **Staffing tool:** Community Nurse Staffing Level Tool Version 5
- **Type of healthcare:** Community nursing provision
- **Location:** Community settings
- **Employees:** Registered nurses (including other staff working under the supervision or delegation of the registered nurse)

The revision of the 'Community Children's and Children's Specialist Nurse Staffing Level Tool Version 4' with a new revised staffing level tool 'Community Children's and Children's Specialist Nurse Staffing Level Tool Version 5'

- **Staffing tool:** Community Children's and Children's Specialist Nurse Staffing Level Tool Version 5

- **Type of healthcare:** Clinical nurse specialist provision, and Community children’s nursing provision
- **Location:** Community and hospital settings
- **Employees:** Registered nurses, including those who work as clinical nurse specialists (including other staff working under the supervision or delegation of the registered nurse)

The revision of the ‘Clinical Nurse Specialist Staffing Level Tool Version 4’ with a new revised staffing level tool ‘Clinical Nurse Specialist Staffing Level Tool Version 5’

- **Staffing tool:** Clinical Nurse Specialist Staffing Level Tool Version 5
- **Type of healthcare:** Clinical nurse specialist provision
- **Location:** Community and hospital settings
- **Employees:** Registered nurses who work as clinical nurse specialists (including other staff working under the supervision or delegation of the registered nurse)

2.0 Background: Community Nurse Staffing Level Tool, the Community Children’s and Children’s Specialist Nurse Staffing Level Tool, and the Clinical Nurse Specialist Staffing Level Tool (3Cs)

- 2.1 In 2024/25, the Healthcare Staffing Programme (HSP) developed multipliers for use within the 3Cs, which were deployed in each staffing level tool on 1 April 2025.
- 2.2 A ‘multiplier’ is the term used for the value in which direct patient interventions are multiplied by producing a recommended whole-time equivalent (rWTE).
- 2.3 The multipliers for the 3Cs were developed using national data gathered from each staffing level tool, applying methodology developed by Hurst Research Ltd.
- 2.4 The national dataset captures a full range of workload information, including direct and indirect patient interventions, travel time, clinics, and meetings.
- 2.5 The 3Cs tools are currently undergoing a period of evaluation following the introduction of the multipliers that provide a rWTE.
- 2.6 This evaluation has led to two revisions being proposed for the 3Cs.

3.0 Revision 1 – Clinics: Community Nurse Staffing Level Tool

- 3.1 Direct patient interventions entered into the Community Nurse staffing level tool are used to trigger a calculation that provides the rWTE.
- 3.2 This means that when a team's workload includes routine, group, or mass clinics, or health promotion/education sessions, these activities are not currently included in the rWTE calculation.
- 3.3 HSP analysts have identified a solution to extract clinic workload from the national dataset, recalculate multipliers, and incorporate clinics activity into the rWTE through a revised calculation.
- 3.4 Incorporating clinic activity will ensure the tool can produce more accurate rWTE recommendations for all relevant teams.
- 3.5 Work on this enhancement will begin in April 2026, with revised multipliers and calculators produced and tested prior to deployment in line with legislative dates.

4.0 Revision 2 - Multiplier Removal: Community Children's and Children's Specialist Nurse Staffing Level Tool, and the Clinical Nurse Specialist Staffing Level Tool

- 4.1 Evaluation and stakeholder feedback highlighted that rWTE figures generated by the Community Children's and Children's Specialist, and Clinical Nurse Specialist staffing level tools were often outside a reasonable range.
- 4.2 This prompted an assessment of the underlying dataset used to develop the multipliers for these tools.
- 4.3 This assessment showed wide variation in the frequency of direct interventions, as well as in the underlying care time associated with each level of intervention when analysed across specialist roles.
- 4.4 Given these differences, it was determined that standardising the time associated with each patient intervention is not appropriate due to the diversity of specialist roles represented within these tools.
- 4.5 Removing the multipliers does not materially diminish the value of these tools; they continue to provide detailed workload breakdowns that support future workforce planning.

5.0 Recommendations

5.1 HIS recommend the following amendments to The National Health Service (Common Staffing Method) (Scotland) Regulations 2025, that accompany the Health and Care (Staffing) (Scotland) Act 2019, as follows:

5.2 Community Nurse Staffing Level Tool

- Schedule Staffing Level Tools Column 1 Kind of health care Provision: ‘Community nursing provision by registered nurses’ – remains unchanged.
- Schedule Staffing Level Tools Column 2 Staffing level tool:

‘Community Nurse Staffing Level Tool Version 4 (6)’

(6) Version 4 was developed by Healthcare Improvement Scotland and was made available online at the [SSTS login page](#), in 2025, to those granted access.

Replacement with a new staffing level tool as follows:

‘Community Nurse Staffing Level Tool Version 5 (6)’

(6) Version 5 was developed by Healthcare Improvement Scotland and was made available online at the [SSTS login page](#), in 2025, to those granted access.

5.3 Community Children’s and Children’s Specialist Nurse Staffing Level Tool

- Schedule Staffing Level Tools Column 1 Kind of health care Provision: ‘Clinical nurse specialist provision (for children) by registered nurses who work as clinical nurse specialists in hospitals or in community settings’ – remains unchanged.
- Schedule Staffing Level Tools Column 1 Kind of health care Provision: ‘Community children’s nursing provision by registered nurses’ – remains unchanged.
- Schedule Staffing Level Tools Column 2 Staffing level tool:

‘Community Children’s and Children’s Specialist Nurse Staffing Level Tool Version 4 (5)’

(5) Version 4 was developed by Healthcare Improvement Scotland and was made available online at the [SSTS login page](#), in 2025, to those granted access.

Replacement with a new staffing level tool as follows:

‘Community Children’s and Children’s Specialist Nurse Staffing Level Tool Version 5 (5)’

(5) Version 5 was developed by Healthcare Improvement Scotland and was made available online at the SSTS login page, in 2025, to those granted access.

5.4 Clinical Nurse Specialist Staffing Level Tool

- Schedule Staffing Level Tools Column 1 Kind of health care Provision: ‘Clinical nurse specialist provision (for adults) by registered nurses who work as clinical nurse specialists in hospitals or in community settings’ – remains unchanged.
- Schedule Staffing Level Tools Column 2 Staffing level tool:

‘Clinical Nurse Specialist Staffing Level Tool Version 4 (4)’

(4) Version 4 was developed by Healthcare Improvement Scotland and was made available online at the SSTS login page, in 2025, to those granted access.

Replacement with a new staffing level tool as follows:

‘Clinical Nurse Specialist Staffing Level Tool Version 5 (4)’

(4) Version 5 was developed by Healthcare Improvement Scotland and was made available online at the SSTS login page, in 2025, to those granted access.