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\* ADDENDUM \*  
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**HACKETTSTOWN REGIONAL MEDICAL CENTER**

Division of Nursing

Index: 8620.000  
Addendum: #1a  
Issue Date: May 4, 2005

**TITLE: STAFFING NURSING PRODUCTIVITY DASHBOARD**

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Four times in a 24 hours period the census and staffing are recorded by the Director of Nursing/Administrative Coordinator in order to review staffing on a regular basis (see attached example).

Hours per patient day are calculated daily and we receive a report every two weeks for the patient units to maintain adequate hour of direct care per patient (see attached).

Registered Nurse to patient ratios are monitored daily and reviewed at Nursing Quality Council monthly.