

Section 1. Definitions

- (1) “Assistive personnel” has the same meaning as provided in Section 19a-89e(a) of the Connecticut General Statutes;
- (2) “Nurse staffing assignment” means a shift assigned as outlined in the nurse staffing plan developed in accordance with Section 19a-89e of the Connecticut General Statutes to a nurse licensed pursuant to Chapter 378 of the Connecticut General Statutes, to a practical nurse licensed pursuant to Chapter 378 of the Connecticut General Statutes, or to assistive personnel;
- (3) “Patient care unit” means each unit for which a hospital has set forth distinct nurse staffing assignments in the nurse staffing plan developed in accordance with Section 19a-89e of the Connecticut General Statutes, including but not limited to patient care units for inpatient services, critical care and the emergency department, as applicable; and
- (4) “Professional skill mix” means the staffing assignments for licensed practical nurses, registered nurses, and assistive personnel for a given patient care unit.

Section 2. Reporting Requirements

Each hospital licensed pursuant to Chapter 368v of the Connecticut General Statutes shall submit biannual reports pursuant to Section 19a-89e(n) of the Connecticut General Statutes in the form and manner prescribed as follows:

- (a) The first such report shall be submitted on or before October 1, 2024, and shall include compliance information for March 2024 through August 2024, inclusive.
- (b) Reports shall be thereafter submitted on or before July 1 and January 1 of each year, with the first report due January 1, 2025.
- (c) Each biannual report shall include the required compliance information for the previous six months.
 - (1) Reports due July 1 shall include compliance information for months December through May, inclusive.
 - (2) Reports due January 1 shall include compliance information for months June through November, inclusive.
- (d) Reports shall be submitted to the Department using the web-based reporting portal for “Hospital Staffing Reporting”.

Section 3. Required Compliance Information

- (a) Pursuant to Section 19a-89e(n) of the Connecticut General Statutes, hospitals are required to attest, in each report submitted in accordance with Section 2 of this implementation guidance, whether the hospital complies with at least eighty per cent of the nurse staffing assignments as required by any component outlined in the nurse staffing plan developed pursuant to subsections (d) and (e) of Section 19a-89e during the reporting period.
- (b) The Department interprets 80% to mean whether 80% of nurse staffing assignments set forth in the hospital’s nurse staffing plan for all shifts in each component of the plan have been filled during the reporting period. For example, a hospital with a patient care unit that has 3 RN shifts

per day, 3 LPN shifts per day, and 3 assistive personnel shifts per day would calculate their compliance over the 183-day reporting period as follows:

$(183 \text{ days} \times 3 \text{ RN staffing assignments}) + (183 \text{ days} \times 3 \text{ LPN staffing assignments}) + (183 \text{ days} \times 3 \text{ Assistive Personnel staffing assignments}) = 1647 \text{ total staffing assignments.}$

$1647 \times 80\% = 1318 \text{ staffing assignments that must be complied with to achieve 80\% compliance.}$

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