



Welcome to the 2024 Texas Governmental Public Health Nurse Staffing Survey (TGPHNSS)

Purpose: The primary purpose of this survey is to assess nurse staffing and related issues in Texas governmental public health agencies. The information in this survey will serve as a guide for the development of policy recommendations by the Texas Center for Nursing Workforce Studies (TCNWS) Advisory Committee. The data you provide will also be instrumental in assessing the number of nurses needed in Texas. Your participation in this study is completely voluntary but highly encouraged.

Due Date: Your completed survey is due by **Friday, December 13th, 2024.**

Survey Link: Scan the QR code on the right or visit <https://www.dshs.texas.gov/nursingworkforce/> to complete the online survey using your paper survey as a reference.

Confidentiality Agreement: Your responses are completely confidential. The TCNWS will report aggregate findings (statewide and regional results) only.



1. Please provide the following information about your division/section/agency.

Official agency name:

Main office city:

Main office zip code:

Name of person submitting survey:

Title of person submitting survey:

Email of person submitting survey:

Phone # of person submitting survey (xxx-xxx-xxxx):

2. Which of the following best characterizes your division/section/agency?

- Local health department - city
- Local health department - county
- Local health department - health district
- Department of State Health Services (DSHS) - public health region
- DSHS - central office in Austin
- Texas Health and Human Services Commission
- Office of Inspector General
- Other (Please specify):

3. Please list the counties or Public Health Regions served by your division/section/agency. If you provide service statewide, please list "Texas."

4. Does your division/section/agency have a position designated with overall administrative responsibility for nursing services?

- Yes
- No [skip to question 6]

5. If your division/section/agency has a position designated with overall administrative responsibility for nursing services, is this person a nurse?

- Yes, a licensed vocational nurse (LVN).
- Yes, a registered nurse (RN).
- Yes, an advanced practiced registered nurse (APRN).
- No, not a nurse. Please list the title and credentials:

6. What types of nurses are used to staff programs in your division/section/agency? Select all that apply.

- LVNs
- RNs
- APRNs

7. Does your agency's board have any RN members?

- No
- Yes, and they have voting privileges
- Yes, but they do not have voting privileges
- Not applicable or unknown

8. For each of the following categories, how many people are currently employed by your division/section/agency? Please do NOT include contract or temporary staff. Please report this as a headcount by full- and part-time employees.

	Full-time headcount	Part-time headcount
Total number of employees		
Number of positions that <u>require</u> an LVN, RN, or APRN license		
Number of licensed vocational nurses (LVNs) (including those in positions that do not require a nursing license)		
Number of registered nurses (RNs) (including those in positions that do not require a nursing license)		
Number of advanced practice registered nurses (APRNs) (including those in positions that do not require a nursing license)		

Staffing

In questions 9 and 10, please provide staffing numbers for all licensed vocational nurses (LVNs), registered nurses (RNs), and advanced practice RNs (APRNs). Please enter "N/A" if your division/section/agency does not employ the particular type of nurse.

9. Please report FTEs (full-time equivalents) in this question.

	On 1/1/2024:				In the next fiscal year:
	Total budgeted paid FTE positions	Total number of occupied FTE positions	Contract, staffing agency, and traveling staff FTEs employed	Per diem FTEs employed	Additional number of FTEs your organization expects to budget
LVNs					
RNs					
APRNs					

10. Please report a head count in this question. Do not include staffing agency, contract, or traveling nurses.

	Number of nurses employed 1/1/23:		Number of nurses employed 12/31/23:		Total number of separations during (voluntary and involuntary) during 1/1/2023 - 12/31/2023
	Full-time	Part-time	Full-time	Part-time	
LVNs					
RNs					
APRNs					

11. Please specify how many contract RN and LVN FTEs (includes staffing agency and traveling nurses; excludes Regional Advisory Council (RAC) nurses provided by the State) your division/section/agency employed and the actual cost (NOT budgeted cost) of those FTEs during the following calendar years:

	Year	Contract, staffing agency, and traveling nurse FTEs employed	Cost
LVN	2022		
	2023		
RN	2022		
	2023		

12. Please indicate the type of change, if any, in the number of budgeted nurse FTEs on staff in the past two years, for each type of nurse.

	Increased	Decreased	No change
LVN	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
RN	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
APRN	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

13. Please indicate the reasons your division/section/agency has increased budgeted positions for each type of nurse during the past two years. Select all that apply.

	Opening of new programs or departments	Increase in funding	Changes in policy	Other
LVN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
APRN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

14. If "Other", please specify the reasons your division/section/agency has increased budgeted nurse positions.

15. Please indicate the reasons your division/section/agency has decreased budgeted positions for each type of nurse during the past two years. Select all that apply.

	Closing of programs or departments	Reduced funding	Changes in policy	Inability to fill existing nurse positions	Other
LVN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
APRN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

16. If "Other", please specify the reasons your division/section/agency has decreased budgeted nurse positions.

17. Did your agency replace budgeted RN positions with any of the following? Select all that apply.

- We did not replace any budgeted RN positions.
- LVNs
- Community Health Workers
- Other non-nurse health professionals:

18. How many budgeted positions for RNs were replaced with budgeted positions for LVNs, Community Health Workers, or other non-nurse health professionals in the last fiscal year?

19. Why did your division/section/agency replace budgeted positions for RNs with budgeted positions for LVNs, Community Health Workers, or other non-nurse health professionals in the last fiscal year? Select all that apply.

- We did not replace any budgeted RN positions with budgeted positions for LVNs, Community Health Workers, or other non-nurse health professionals.
- Replacing budgeted RN positions with other budgeted positions was more cost effective.
- Positions were easier to fill.
- Not enough RN applicants.
- Pay rate was not adequate for RNs.
- Other (please specify)

20. Once a vacant nursing position is posted, how many days does it typically take to fill that position?

	1-30 days	31-60 days	61-90 days	91 days or more	N/A
LVN	<input type="radio"/>				
RN	<input type="radio"/>				
APRN	<input type="radio"/>				

21. Please describe the issues your division/section/agency faces in filling vacant nursing positions.

22. Please describe any issues resulting from vacant nursing positions in your division/section/agency.

23. Which of these nursing staff recruitment and retention strategies are used by your division/section/agency? Select all that apply.

- NONE
- Remote work
- Health insurance
- Retirement plan
- Paid vacation days
- Employee recognition programs (employee of the month, staff dinners/luncheons, etc.)
- Reimbursement for workshops/conferences
- Sign-on bonus
- Bonus for recruiting nursing staff to the organization
- Career ladder positions for RNs/LVNs/APRNs
- Flexible scheduling or job sharing
- Shift differential
- Merit bonus
- Sabbatical
- Tuition (reimbursement or direct payment for employees/new hires)
- Financial assistance in receiving certifications or further education
- Paid educational leave
- Payback for unused sick/vacation time
- Other (Please specify):

24. On a scale from 1 to 5, where 1=most impactful and 5=least impactful, please rank which interventions would have the greatest impact on retention of nurses in your organization. Use each number only once.

- Pay increase
- Option for remote work
- Manageable workload
- Effective management/leadership
- Other (Please specify):

25. What consequences has your organization experienced in the past year as a result of an inadequate supply of nursing personnel? Select all that apply.

- NONE - We had an adequate supply of nursing personnel.
- Increased workloads
- Low nursing staff morale
- Inability to expand services/reduction of services
- Increase in overtime/comp time
- Wage increases
- Increased nursing staff turnover
- Increased use of temporary/agency nurses
- Difficulty completing required documentation on time
- Other (Please specify):

26. Where did you focus your RN recruitment efforts over the past year? Select all that apply.

- Within Texas.
- In states outside of Texas.
- Internationally (please specify countries):

Training and Assessment

27. Does your division/section/agency have a training program for newly hired nurses?

- Yes
- No

28. Please describe the training used to prepare newly hired nurses.

29. Does your division/section/agency use the core competencies of public health nursing during the training/onboarding process of newly hired nurses?

- Yes
- No

30. Does your division/section/agency complete a needs assessment of skills for your nursing staff to determine training needs?

- Yes, every year.
- Yes, every two years.
- Yes, but only as needed.
- No, we do not do a needs assessment. (Skip to question 32)

31. Please describe the metric used for the assessment of skills for your nursing staff.

32. What skills does your division/section/agency find are lacking among your nursing staff?

33. Do you hire newly licensed RNs?

Note: newly licensed RNs are defined as those RNs who have had a license for less than a year.

- Yes
- No (Skip to end of survey)

34. If you hire newly licensed RNs, how many were hired between 1/1/23 and 12/31/23?

Additional Comments and Suggestions

Please use this space to make any comments or suggestions regarding this survey.

You have reached the end of the 2024 Texas Governmental Public Health Nurse Staffing Survey! Thank you for your participation. If you have any questions or concerns, please contact the Texas Center for Nursing Workforce Studies by email at TCNWS@dshs.texas.gov.