



**COUNTY OF DANE**  
DEPARTMENT OF HUMAN SERVICES

**BADGER PRAIRIE HEALTH CARE CENTER**  
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ASTRA IHEUKUMERE  
Interim Director of Human Services

WILLIAM BROTZMAN  
Administrator

**MEMORANDUM**

**DATE:** December 5, 2023  
**TO:** Chair and Members of the Personnel and Finance Committee  
**FROM:** Bill Brotzman, BPHCC Administrator  
**RE:** Registered Nurse-BPHCC Positions Vacant for More Than Six Months

County Ordinance 29.52(15) requires the Personnel and Finance Committee and the County Executive to approve filling positions that are vacant longer than six (6) months. We have multiple registered nursing positions that have not been filled for greater than six (6) months. These positions are all accounted for in our budget. There is a nationwide nursing crisis and Badger Prairie Health Care Center felt the full effect of these challenges in the past year. When we make an offer to a qualified registered nursing candidate, we must be able to proceed with the hiring process, orientation, training, and onboarding. We will lose candidates if we have to make the applicant wait until the resolution goes through the lengthy County processes based upon this Ordinance. Therefore, we are respectfully requesting that the following positions be approved to fill in advance for the following Registered Nurse-BPHCC positions. Current open positions are:

1059 2357 3129

**What is the nature of the work or what is the essential function of the position?**

Registered Nurses provide direct skilled care to the vulnerable residents who reside at our long-term care facility, including assessment, physician reporting, medication administration, skin integrity management, nutrition, and pain evaluation. They also delegate work performed by Certified Nursing Assistants, in assisting residents with their activities of daily living such as bathing, grooming, dressing, eating, toileting, life enrichment etc.

**How has this function been fulfilled without this position?**

The need for these positions never went away, we have been filling the schedule with registered nurses working extra shifts and overtime.

**What will be the impact on the Department's function and mission if the position remains vacant?**

We have already experienced times in which we cannot take new admissions from the hospitals due to not having enough staff. Current registered nurses may work many extra hours, which can lead to burnout and fatigue.