

## Sample Written Correspondence – Safe Staffing Sponsorship Request

Your Name and Credentials  
Your Street Address  
Your City, State and Zip

Date

# Sample

The Honorable (Legislator Name)  
(Member of Assembly/State Senator)  
Rm. 000, (Legislative Office Bldg. or Capitol Bldg.)  
Albany, NY (12248/12247)

RE: A2264/S(TBA 2009) “Safe Staffing”

Dear (Assemblymember/Senator Last Name):

As a registered nurse, and a healthcare consumer, I’m asking you to ensure that there are enough nurses assigned to patients to provide quality health care. Studies have shown a direct relationship between the number of patients assigned to a nurse and health outcomes. When there are too few nurses on staff, patients suffer from higher rates of infection, post-surgical complications, pressure ulcers, falls, medication errors, longer hospital stays and even mortality, all of which also drive up costs for facilities. To make matters worse, poor staffing and high patient load puts greater strain on individual nurses, increasing the likelihood of injury, forced overtime, and burnout, driving my colleagues from the profession in a self-propagating vicious cycle.

*Include a personal appeal, e.g.: “Last month, one of my nurse colleagues was forced to go out on workers’ compensation for injuries sustained rushing to care for so many patients with so few staff. This further increased the patient load for me and the other nurses. The facility tried to fix the problem by floating nurses from another unit who aren’t adequately trained in the kind of care we provide. The frustration with the impossibility of providing the level of care that we believe our patients deserve with so few staff is so discouraging that I’ve thought seriously about leaving the position, and even the profession, on several occasions...”*

A2264/S(TBA 2009) would establish minimum safe staffing ratios in acute care facilities. Unions representing healthcare professionals throughout the state have come together on appropriate upwardly-adjustable ratios based on setting and subsequent degree of nursing care required.

The legislature must act to protect patients, recruit and retain nurses, contain healthcare costs, and hold facilities accountable for the quality of care they provide as a direct result of their staffing plans. I urge you to sign on as a sponsor and support this important legislation.

Sincerely,  
(Your Signature)  
(Your Name and Credentials)