



Oregon

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Date: January 9, 2023
To: All Nursing Facilities
From: Safety, Oversight and Quality
Subject: **2023 CNA Staffing Reporting Template**

Please share this information with the person(s) responsible for the completing and submitting the Nursing Assistant Staffing Quarterly Report to the DHS, APD Safety, Oversight and Quality, Nursing Facility License Unit.

The [2023 CNA Staffing Report Template](#) has been posted online for your convenience. The current required CNA ratios are reflected below:

- DAY SHIFT: 1 certified nursing assistant per 7.0 residents.
- EVENING SHIFT: 1 certified nursing assistant per 9.5 residents.
- NIGHT SHIFT: 1 certified nursing assistant per 17 residents.

Please note the correct e-mail address for submitting the NA Staffing report is: dhs.nastaffing@odhsoha.oregon.gov

If you have questions, please contact your licensing team:

- Nursing Facilities: NF.licensing@odhsoha.oregon.gov

Oregon Department of Human Services website: www.oregon.gov/DHS/