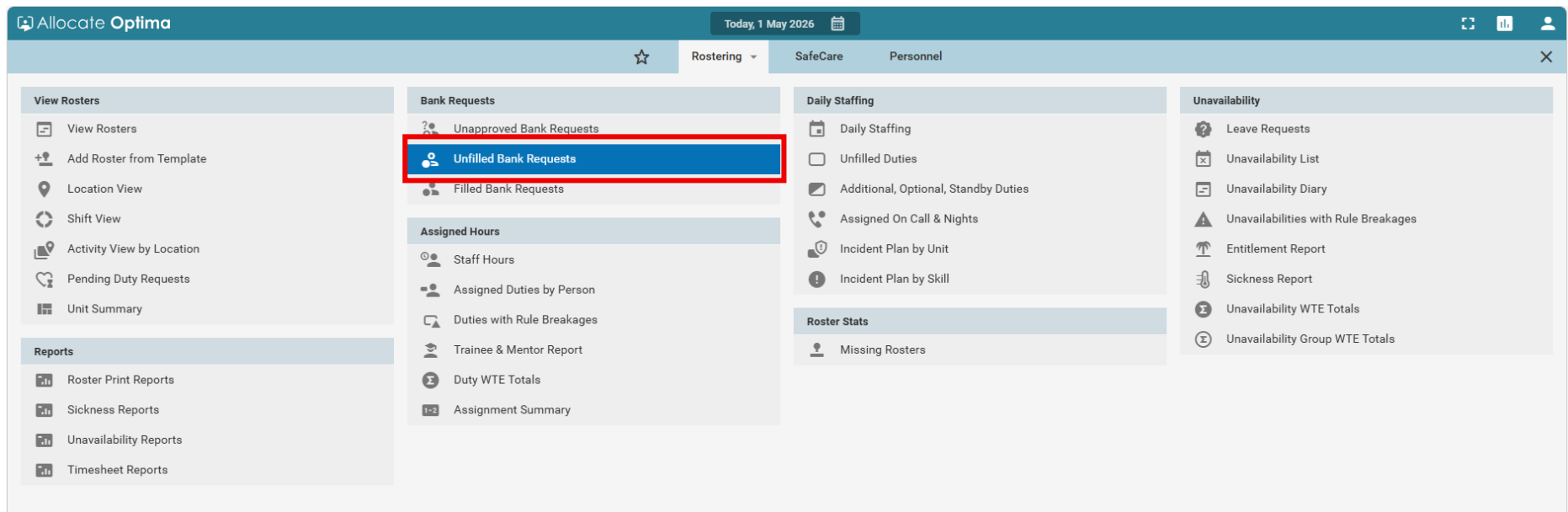


Unfilled Bank Requests

This report provides an overview of any unfilled bank requests within the parameters.

To open click **Rostering > Bank Requests > Unfilled Bank Requests**



The screenshot shows the Allocate Optima interface. The top navigation bar includes the logo, the date 'Today, 1 May 2026', and user icons. Below this is a tabbed interface with 'Rostering', 'SafeCare', and 'Personnel'. The 'Rostering' tab is selected. The left sidebar contains 'View Rosters' (with options like View Rosters, Add Roster from Template, Location View, Shift View, Activity View by Location, Pending Duty Requests, Unit Summary) and 'Reports' (Roster Print Reports, Sickness Reports, Unavailability Reports, Timesheet Reports). The main content area has four panels: 'Bank Requests' (Unapproved Bank Requests, **Unfilled Bank Requests** (highlighted), Filled Bank Requests), 'Assigned Hours' (Staff Hours, Assigned Duties by Person, Duties with Rule Breakages, Trainee & Mentor Report, Duty WTE Totals, Assignment Summary), 'Daily Staffing' (Daily Staffing, Unfilled Duties, Additional, Optional, Standby Duties, Assigned On Call & Nights, Incident Plan by Unit, Incident Plan by Skill), and 'Unavailability' (Leave Requests, Unavailability List, Unavailability Diary, Unavailabilities with Rule Breakages, Entitlement Report, Sickness Report, Unavailability WTE Totals, Unavailability Group WTE Totals).

The parameters available for this report include the **Unit, Shift Type, Interface Type, From and To Dates, Bank/Agency**. Reports can be exported to excel using the **icon** or the **extract** button highlighted in red.



The headers for the report are **customisable** using the icon highlighted in blue and are **various details related to bank shifts that went unfilled**.