

Safecare Redeployment

Redeployment in SafeCare is recorded as a **mitigation action**. This shows that a staffing issue has been recognised and that steps have been taken to respond appropriately. Recording redeployment ensures there is a clear, consistent record of decisions made, why they were made, and what action was taken at the time.

Staff can only be redeployed by their own department.

- Select the shift you want to redeploy from

CHPPD Required 0 / Actual 0 Daily Cost £0

E 3-1

SCN 1-0

L 3-1

N 2*-1

- Navigate to rostered staff and select the person you want to redeploy

Rostered Staff – Early

INCLUDED IN SAFECARE CALCULATION [Change](#)

Attend.	Name	In charge	Time adj	Grade	Bank / agency
✓	Legolas Greenleaf	★		Band 5 RN	>
✓	Pippin Took			Band 5 RN	>
✓	Arwen Undomiel			Band 5 RN	>
✓	Denethor Ecthelion			BANK Nursing Serv.B3	>

- This will bring up the 'Action' side panel. Select 'Redeploy Person'

March 2026 / Today

T F S S M

10

m ago (Auto refresh disabled)

VOL - Surg & Anaes OPD (25)

● E 0-0

Ward

● D 0-0

● L 0-0

Ward 01

● SCN 1-0

● N 2*-1

Ward 02

● SCN 0-0

● N 0-0

Ward 03

● SCN 0-0

● N 0-0

Ward 04

● SCN 0-0

● N 0-0

Ward 05

● SCN 0-0

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Pippin Took

ACTIONS

Unavailability Add >

Redeploy Person >

Adjust Duty Assignment Time >

Create Additional Duty >

Cancel Duty >

Duty Note Add >

PERSON

Person Pippin Took

Grade Band 5 RN

SKILLS

Group	Cluster	Skill
Professional Registrations	Prof Reg	NMC

POSTINGS

Post	Unit
Band 5 RN	Training Ward 01
Band 5 RN	Training Bank

- Input the redeployment information

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Redeploy Pippin Took
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REDEPLOY INFORMATION

Redeploy Unit	Training Ward 02	✓
Redeploy Unit Team	RN	✓
Roster Location	Select	
Redeployment Reason	Additional Beds	✓
Start Time	07:00	⌚ ✓
End Time	19:30	⌚ ✓
Cancel Duty	No	

- ❖ **Redeploy Unit** – Where you want the employee to be redeployed to
- ❖ **Redeploy Unit Team** – The team you want them added to on that roster (if applicable)
- ❖ **Redeployment Reason** – The reason why this employee is being redeployed
- ❖ **Start/End Time** – Select the times you want the redeployment to cover if it is different from what is pre-populated.

- Click 'Next'. Confirm all information is correct
 - If you have made a mistake, click 'Back'
 - If all the information is correct, click 'Redeploy'

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Redeployment Summary – Pippin Took

REDEPLOY TO

Unit	Training Ward 02
Shift	Long Day
Team	RN

REDEPLOY TO MATCHING VACANT DUTY

Requirement Name	RN
Grade Type	RN
Start - End Time	07:00 - 19:30
Use and combine two unfilled duties	☐

OR REDEPLOY TO:

Alternative Vacant Duty	☐
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OTHER INFORMATION

The vacant duty will not be cancelled

Redeploy

- The Redeployment Summary shows the impact of moving a staff member on both units involved — the unit they came from and the unit they moved to. Click 'OK'.

Redeployment Summary

ORIGINAL UNIT - TRAINING WARD 01

CHPPD

Required 0 / Actual 0

Hours Short (Early)

11.5 hrs

REDEPLOY UNIT - TRAINING WARD 02

CHPPD

Required 0 / Actual 0

Hours Short (Early)

23.0 hrs

Hours Short (Late)

23.0 hrs

OK

- The employee will disappear from staff included in your SafeCare calculation and appear on the other rosters SafeCare calculation.

Rostered Staff – Early

INCLUDED IN SAFECARE CALCULATION

[Change](#)

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