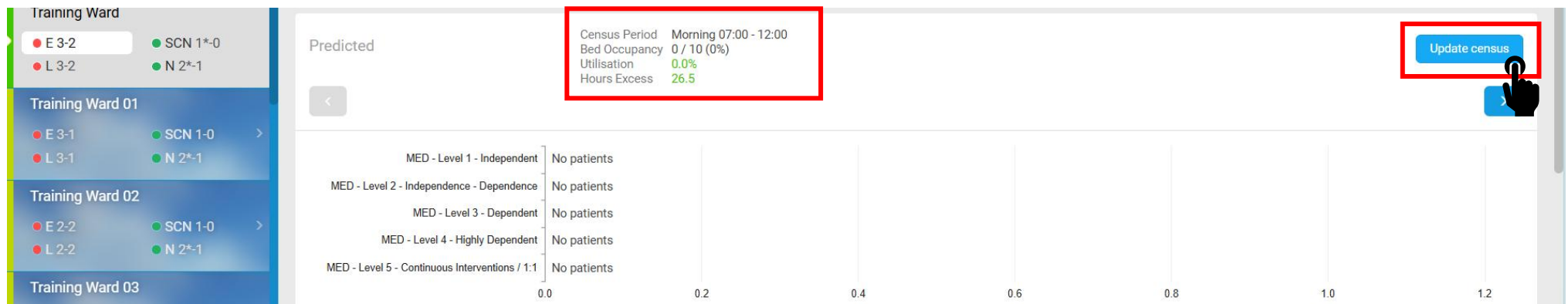


Update Patient Census Data

NOTE: Only areas with nationally agreed Staffing Level Tools are required to complete Patient Census data.

- In SafeCare, ensure you are viewing the relevant Census period.
- Then click **Update Census** on the right-hand side of the page.



- On the next page, enter the patient numbers for each acuity level.

- Enter any tasks needing/being undertaken which will take staff away from their regular patient care duties.
 - Tasks are valued at 30 or 60 minutes each. To record which a task which will take longer, for instance a task valued at 30 minutes which you will spend an hour completing, you would enter the number 2 next to it to indicate this (i.e. 2 x 30mins).*

NOTE: Task Types are relevant to areas with Nationally Legislated Staffing Level Tools but may not be applicable to all areas.

January 2026 / Today

W T F S S M T

Wednesday 28

Updated 2m ago (Auto refresh disabled)

SFC Training Ward 1

D 1-0 N 1-0

SFC Training Ward 2

D 1-0 N 1-0

Training Ward

E 3-2 SCN 1-0

L 3-2 N 2*-1

Training Ward 01

E 0-0 SCN 0-0

L 0-0 N 0-0

Training Ward 02

E 2-2 SCN 1-0

L 2-2 N 2-0

Close

Update Census

Save

PATIENT TYPE

CARD - Level 1 - Independent	2
CARD - Level 2 - Independence - Dependence	3
CARD - Level 3 - Dependent	3
CARD - Level 4 - Highly Dependent	1
CARD - Level 5 - Continuous Interventions / 1:1	1

TASK TYPE

Additional Continuous Intervention (60 mins)	-
Delivery of Off-Ward Treatment/Duties (per 30min)	-
External Inspection/Audit (per 30min)	-
Multi-Disciplinary Team (per 30min)	1
Patient Transport/Escort (per 30min)	2
Ward Attenders (per 30min)	-

- Finally, enter any relevant additional information into the *Notes* section.
- Then click **Save**, in the top right-hand corner.

March 2026 / Today

T F S S M T W

Thursday 12

Updated 52m ago (Auto refresh disabled)

training

Training Ward

E 3-2 SCN 1-0

L 3-2 N 2*-0

Training Ward 01

E 0-0 SCN 0-0

L 0-0 N 0-0

Training Ward 02

E 0-0 SCN 0-0

L 0-0 N 0-0

Training Ward 03

E 0-0 SCN 0-0

L 0-0 N 0-0

Training Ward 04

E 0-0 SCN 0-0

L 0-0 N 0-0

Training Ward 05

E 0-0 SCN 0-0

L 0-0 N 0-0

Training Ward 06

Close

Update Census

Save

PATIENT TYPE

CARD - Level 1 - Independent	3
CARD - Level 2 - Independence - Dependence	2
CARD - Level 3 - Dependent	3
CARD - Level 4 - Highly Dependent	1
CARD - Level 5 - Continuous Interventions / 1:1	1

TASK TYPE

Delivery of Off-Ward Treatment/Duties (per 30min)	-
External Inspection/Audit (per 30min)	-
Multi-Disciplinary Team (per 30min)	-
Patient Transport/Escort (per 30min)	-
Ward Attenders (per 30min)	-
Deep Clean	-

NUMBER OF BEDS

Census Bed number	10
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Entering Census bed number will override the demand template Bed number

NOTES

Type your comments here