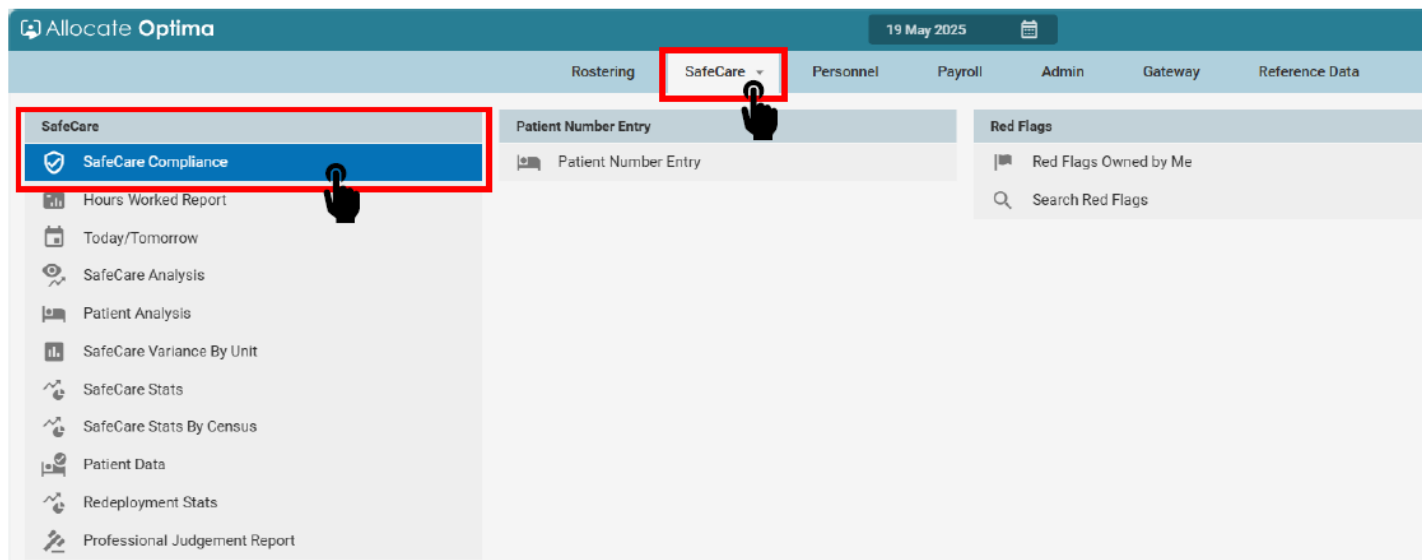


SafeCare Compliance Report

This report specifically tracks compliance with updating census entries.

- In Optima, navigate to the **SafeCare > SafeCare Compliance**



- Enter your required **Unit** and **Date Range**

SafeCare Compliance 0 Records

Unit: From: To:

Unit	Department	Category 1	Original Date (create)	Day of week (create)	Date of Change (first entry)	Time Entered (first entry)	Date of Change (last entry)	Time Entered (last entry)	Census Lead	Template Bed Number ↓	No. of patients	Census Peri
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- This will open a list of all Census periods within that date range, including ones with no data entered.

Allocate Optima

19 May 2025

Rostering

SafeCare

SafeCare Compliance

28 Records

Unit

SFC Training Ward 2

From

07/04/2025

To

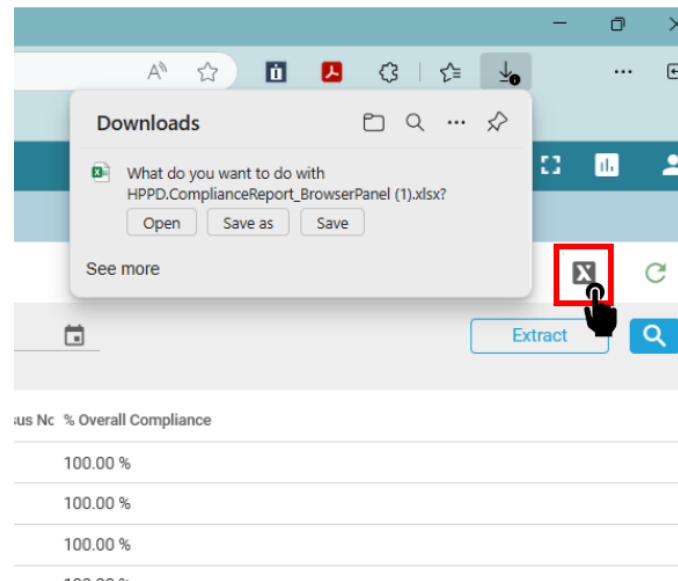
20/04/2025

Extract

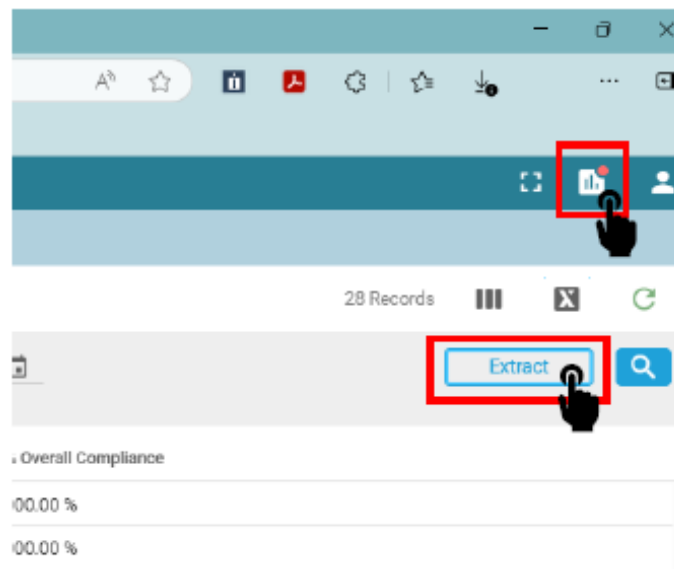
Unit	Original Date (or Day of week (or Date of Change	Time Enter	Date of Change	Time Enter	Census Lead	Template I	No. of pos	Census Pe	Census St	Census Entered by	Census N	% Overall Compliance
SFC Training Ward 2	07/04/2025 Monday	08/04/2025 15:43	08/04/2025 15:45	-1 Days 7 Hrs	10	10	Day	Actual	Brennan, Billy (8436527)	-	100.00 %	
SFC Training Ward 2	07/04/2025 Monday	08/04/2025 15:43	08/04/2025 15:46	-19 Hrs 28 Mins	10	10	Night	Actual	Brennan, Billy (8436527)	-	100.00 %	
SFC Training Ward 2	08/04/2025 Tuesday	08/04/2025 15:45	08/04/2025 15:47	-8 Hrs 0 Mins	10	10	Day	Actual	Brennan, Billy (8436527)	-	100.00 %	
SFC Training Ward 2	08/04/2025 Tuesday	08/04/2025 15:40	09/04/2025 10:53	4 Hrs 28 Mins	10	10	Night	Actual	Brennan, Billy (8436527)	-	100.00 %	
SFC Training Ward 2	09/04/2025 Wednesday	08/04/2025 15:47	09/04/2025 10:54	15 Hrs 57 Mins	10	10	Day	Actual	Brennan, Billy (8436527)	-	100.00 %	
SFC Training Ward 2	09/04/2025 Wednesday	09/04/2025 10:53	10/04/2025 09:43	9 Hrs 21 Mins	10	10	Night	Actual	Brennan, Billy (8436527)	-	100.00 %	
SFC Training Ward 2	10/04/2025 Thursday	09/04/2025 10:54	10/04/2025 09:43	20 Hrs 50 Mins	10	10	Day	Actual	Brennan, Billy (8436527)	-	100.00 %	
SFC Training Ward 2	10/04/2025 Thursday	10/04/2025 09:43	14/04/2025 14:13	10 Hrs 31 Mins	10	10	Night	Actual	Brennan, Billy (8436527)	-	100.00 %	
SFC Training Ward 2	11/04/2025 Friday	10/04/2025 09:43	14/04/2025 14:16	22 Hrs 1 Mins	10	10	Day	Actual	Brennan, Billy (8436527)	-	100.00 %	
SFC Training Ward 2	11/04/2025 Friday	14/04/2025 14:13	14/04/2025 14:18	-2 Days 17 Hrs	10	10	Night	Actual	Brennan, Billy (8436527)	-	100.00 %	
SFC Training Ward 2	12/04/2025 Saturday	14/04/2025 14:16	14/04/2025 14:19	-2 Days 6 Hrs	10	10	Day	Actual	Brennan, Billy (8436527)	-	100.00 %	
SFC Training Ward 2	12/04/2025 Saturday	14/04/2025 14:18	14/04/2025 14:21	-1 Days 18 Hrs	10	10	Night	Actual	Brennan, Billy (8436527)	-	100.00 %	

- ❖ The highlighted columns in yellow shows information regarding the audit trail for the entered census period.
- ❖ The highlighted column in green shows the time gap between when the census became due and when it was completed and saved.
- ❖ The highlighted columns in blue shows the demand bed number vs the actual bed number for that census period.
- ❖ The highlighted column in red shows which census period the information is regarding. Multiple census periods may occur during the day.
- ❖ The highlighted column in Pink shows the Overall Compliance as a percentage based on the shown census periods for the date range entered.

- To download the data as an Excel report, click on the **X** icon in the top right-hand corner. This will generate a download in your browser which can be opened and/or saved.



- You can also download the data by using the **Extract** button and retrieving the report by clicking on the Report icon in the top right-hand corner once the red dot appears to indicate the report has finished running.



- This will open a slide-in panel listing all recent reports. Click on the relevant report, then select View Report from the next panel. This will prompt the report to download in your browser.

