



Bank Post Request Form

If you would like to be setup with a Bank Pool post, please complete this form, scan and send to - Bfwh.bank@nhs.net

Full Name																													
Required Position																													
Required Banding																													
Employment Number																													
Substantive Ward / Department																													
Home No																													
Mobile No																													
* Preferred Email Address (work or personal)																													
Preferred pay frequency	Monthly Weekly																												
Agreed start date to commence Bank Shifts																													
Current Competence (skills)	<table border="0"> <tr> <td>Baseline Obs</td> <td><input type="checkbox"/></td> <td>Blood Collection</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Venepuncture</td> <td><input type="checkbox"/></td> <td>IV Medicine</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Catheterisation</td> <td><input type="checkbox"/></td> <td>ECG</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Cannulation</td> <td><input type="checkbox"/></td> <td>Blood Transfusion</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Take Charge</td> <td><input type="checkbox"/></td> <td>Typist</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Medical Records</td> <td><input type="checkbox"/></td> <td>Medical Secretary</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Other</td> <td colspan="3"><input type="text"/></td> </tr> </table>	Baseline Obs	<input type="checkbox"/>	Blood Collection	<input type="checkbox"/>	Venepuncture	<input type="checkbox"/>	IV Medicine	<input type="checkbox"/>	Catheterisation	<input type="checkbox"/>	ECG	<input type="checkbox"/>	Cannulation	<input type="checkbox"/>	Blood Transfusion	<input type="checkbox"/>	Take Charge	<input type="checkbox"/>	Typist	<input type="checkbox"/>	Medical Records	<input type="checkbox"/>	Medical Secretary	<input type="checkbox"/>	Other	<input type="text"/>		
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Other	<input type="text"/>																												
Line Manager Name (please print)																													
I can confirm as Line Manager that I know of no reason why this person cannot work for the bank.																													
Line Managers Signature:																													

Please note, your required position and banding may not be the same as your substantive post and will need to be aligned to the duties you will undertake. If you have any queries, please discuss with your Line Manager or contact the Bank Pool Office.

Once your form is processed and your bank post is activated, you will receive an email from the Bank Pool team. Please note, this process can take up to 4 weeks.

If you have any questions in the meantime, please do not hesitate to contact us via 01253 9(53134)

* The Bank and e-Rostering team will send all correspondence to the email address provided. This will include shift booking confirmation, important notices and Employee Online password reset emails. If providing your personal email address, please ensure that only you have access to the inbox to guarantee information security. Blackpool Teaching Hospitals NHS Foundation Trust will hold this information in the utmost security and will not share your details with any other service.