



Successful



Not Successful



AM offers role and if accepted, informs Nurse's Line Manager & completes Transfer Request Agreement Form

AM informs Nurse and offers feedback



AM completes all documentation & sends to Nurse Resourcing Team within 5 working days



Nurse Resourcing Team will liaise with Line Manager and AM to agree transfer date & completes appropriate employment checks



Nurse released within an 8 week period



Once transfer date agreed, AM will complete Payroll Instruction Form (PIF)



Nurse Resourcing Team confirms transfer in writing.



12 Week Review Meeting



6 Month Review Meeting