



Adding Bank Holiday  
Opening Hours to NHS  
Choices

# NHS Choices: add Bank Holiday opening hours

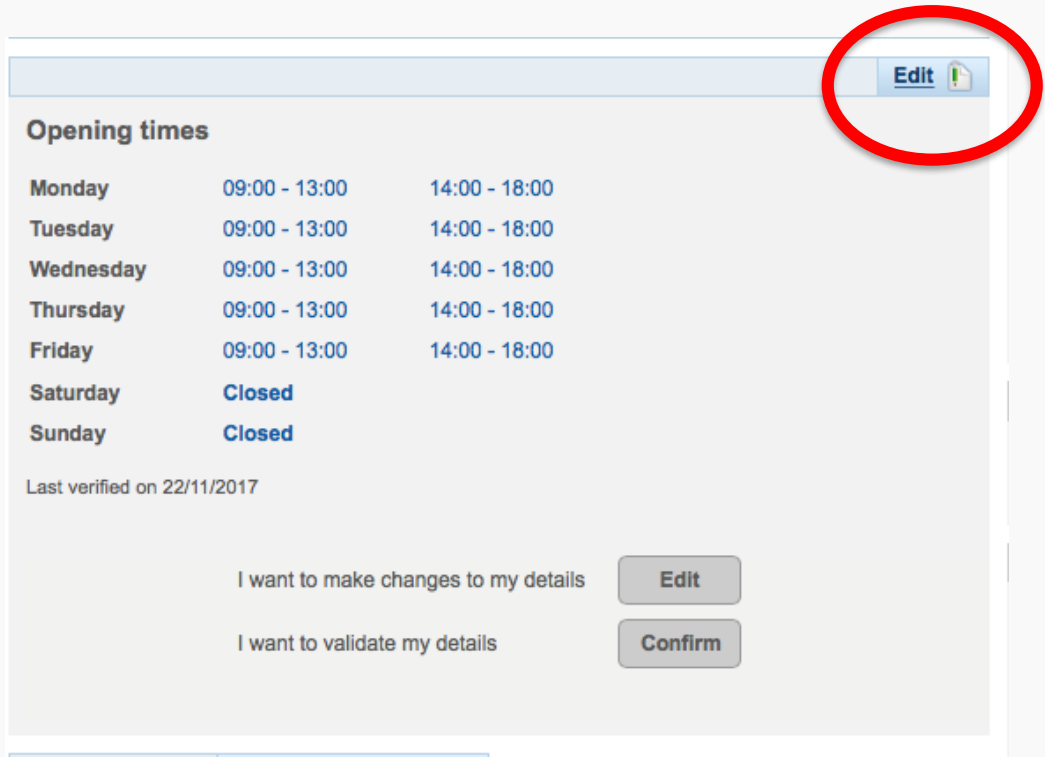
The Bank Holidays during 2018/19 which occur during or after the period that contractors must edit and/or validate their NHS Choices entry are:

- Monday 7th May 2018
- Monday 28th May 2018
- Monday 27th August 2018
- Tuesday 25th December 2018
- Wednesday 26th December 2018
- Tuesday 1st January 2019

For these Bank Holidays, contractors will need to create a 'Public holiday and other special day' entry on their NHS Choices profile.

# Adding Bank Holiday Opening Hours

- Log into NHS Choices
- Go to the Overview page
- On “opening times” page click on “Edit” (top right)



**Opening times**



<b>Monday</b>	09:00 - 13:00	14:00 - 18:00
<b>Tuesday</b>	09:00 - 13:00	14:00 - 18:00
<b>Wednesday</b>	09:00 - 13:00	14:00 - 18:00
<b>Thursday</b>	09:00 - 13:00	14:00 - 18:00
<b>Friday</b>	09:00 - 13:00	14:00 - 18:00
<b>Saturday</b>	<b>Closed</b>	
<b>Sunday</b>	<b>Closed</b>	

Last verified on 22/11/2017

I want to make changes to my details

I want to validate my details

- Scroll down to “Public holidays and other dates”

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### Opening times

Your hours of opening form part of your contract and cannot be changed without first contacting your Regional Team prior to editing this section. Changes to supplementary hours require three months' notice. Changes to Core Hours can only be made following a successful application. Regional Teams will be made aware on a regular basis of any changes to provider profiles.

Please enter times below in the 24 hour format. For midnight use 00:00 and for midday use 12:00. Times must not overlap. For services that close at midnight please use 23:59 to avoid validation errors. Services that start at midnight please use 00:00.

Define up to 3 sets of opening times for each day using the grid below. If no ranges are defined for a given day it will automatically be displayed as "Closed".

	From	To	From	To	From	To
Monday	<input type="text" value="09:00"/>	<input type="text" value="13:00"/>	<input type="text" value="14:00"/>	<input type="text" value="18:00"/>	<input type="text"/>	<input type="text"/>
Tuesday	<input type="text" value="09:00"/>	<input type="text" value="13:00"/>	<input type="text" value="14:00"/>	<input type="text" value="18:00"/>	<input type="text"/>	<input type="text"/>
Wednesday	<input type="text" value="09:00"/>	<input type="text" value="13:00"/>	<input type="text" value="14:00"/>	<input type="text" value="18:00"/>	<input type="text"/>	<input type="text"/>
Thursday	<input type="text" value="09:00"/>	<input type="text" value="13:00"/>	<input type="text" value="14:00"/>	<input type="text" value="18:00"/>	<input type="text"/>	<input type="text"/>
Friday	<input type="text" value="09:00"/>	<input type="text" value="13:00"/>	<input type="text" value="14:00"/>	<input type="text" value="18:00"/>	<input type="text"/>	<input type="text"/>
Saturday	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sunday	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

### Public holidays and other dates

Define Public Holiday opening times for each date using the grid below.

Date	From	To	From	To	From	To
<input type="text" value="25/12/2013"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input checked="" type="checkbox"/> closed all day						<a href="#">Delete</a>
<input type="text" value="26/12/2013"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input checked="" type="checkbox"/> closed all day						<a href="#">Delete</a>
<input type="text" value="01/01/2014"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input checked="" type="checkbox"/> closed all day						<a href="#">Delete</a>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/> closed all day						<a href="#">Delete</a>

[Add another date](#)

- Change “Date” to the next public holiday
- Add opening hours or click on “closed all day” box
- Repeat in date order for the other public holidays
- Click on “Add another date” if necessary (bottom right)

Add a video

[Cancel](#)

### Opening times

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Please enter times below in the 24 hour format. For midnight use 00:00 and for midday use 12:00. Times must not overlap. For services that close at midnight please use 23:59 to avoid validation errors. Services that start at midnight please use 00:00.

Define up to 3 sets of opening times for each day using the grid below. If no ranges are defined for a given day it will automatically be displayed as "Closed".

	From	To	From	To	From	To
Monday	09:00	13:00	14:00	18:00		
Tuesday	09:00	13:00	14:00	18:00		
Wednesday	09:00	13:00	14:00	18:00		
Thursday	09:00	13:00	14:00	18:00		
Friday	09:00	13:00	14:00	18:00		
Saturday						
Sunday						

### Public holidays and other dates

Define public holiday opening times for each date using the grid below.

Date	From	To	From	To	From	To
25/12/2013						
<input checked="" type="checkbox"/> closed all day						<a href="#">Delete</a>
26/12/2013						
<input checked="" type="checkbox"/> closed all day						<a href="#">Delete</a>
01/01/2014						
<input checked="" type="checkbox"/> closed all day						<a href="#">Delete</a>
<input type="checkbox"/> closed all day						<a href="#">Delete</a>
						<a href="#">Delete</a>
						<a href="#">Add another date</a>

- Complete for all public holidays
- Click “Save” button at the bottom of the page

Additional Information

Please note: "Last Verified" date is automatically updated whenever this information is saved.

**SAVE**

### Public holidays and other dates

Define Public Holiday opening times for each date using the grid below.

Date	From	To	From	To	From	To
07/05/2018						
<input checked="" type="checkbox"/> closed all day						
						<a href="#">Delete</a>
28/05/2018						
<input checked="" type="checkbox"/> closed all day						
						<a href="#">Delete</a>
27/08/2018						
<input checked="" type="checkbox"/> closed all day						
						<a href="#">Delete</a>
25/12/2018						
<input checked="" type="checkbox"/> closed all day						
						<a href="#">Delete</a>
26/12/2018						
<input checked="" type="checkbox"/> closed all day						
						<a href="#">Delete</a>
01/01/2019						
<input checked="" type="checkbox"/> closed all day						
						<a href="#">Delete</a>

[Add another date](#)

- Click on “confirm” button.

### Opening times

Monday	09:00 - 13:00	14:00 - 18:00
Tuesday	09:00 - 13:00	14:00 - 18:00
Wednesday	09:00 - 13:00	14:00 - 18:00
Thursday	09:00 - 13:00	14:00 - 18:00
Friday	09:00 - 13:00	14:00 - 18:00
Saturday	Closed	
Sunday	Closed	

### Public holidays and other dates

2018

May 07	Closed
May 28	Closed
Aug 27	Closed
Dec 25	Closed
Dec 26	Closed

2019

Jan 01	Closed
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Last verified on 27/03/2018

I want to make changes to my details

Edit

I want to validate my details

Confirm

- Contractors are required to edit or validate **three** sections of their NHS Choices profile between 9<sup>th</sup> April and 29<sup>th</sup> June 2018
- Sections are: opening hours, facilities and services

**Opening times**

Monday	09:00 - 13:00	14:00 - 18:00
Tuesday	09:00 - 13:00	14:00 - 18:00
Wednesday	09:00 - 13:00	14:00 - 18:00
Thursday	09:00 - 13:00	14:00 - 18:00
Friday	09:00 - 13:00	14:00 - 18:00
Saturday	Closed	
Sunday	Closed	

**Public holidays and other dates**

2018

May 07	Closed
May 28	Closed
Aug 27	Closed
Dec 25	Closed
Dec 26	Closed

2019

Jan 01	Closed
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Last verified on 27/03/2018

✔ Thank you for confirming your details.

I want to make changes to my details

I want to validate my details