As a manager it is important that you have all the information you need to be able to support a reservist. To help you do this we have created a set of five scenarios that provide useful information and tips.

**SCENARIO FIVE**

Your reservist employee has returned from deployment and is fit to return to work after a period of post-operational tour leave.

**When do they want to return? Is their job role the same?**

Upon returning from deployment fit and well, your employee has an obligation to inform you of the date they wish to return to work - this is no later than the third Monday after their last day of service. If they want to return to work before the end of their leave they must get permission from either their Commanding Officer or the demobilisation centre.

You are required to offer your employee the same type of job they were doing before they were mobilised, on the same terms and conditions. If the job no longer exists, you must look for a reasonable alternative.

**How are they feeling since returning to work? Do they need any additional adjustments or help?**

It is important to have an ongoing conversation with your reservist, as returning from deployment can uncover a variety of personal issues.

While on operational tour the Armed Forces will take care of the day-to-day tasks that a reservist may usually do, such as cooking and getting to work. This can mean it could take a while for them to adapt to their civilian life, so additional adjustments could help during this time.

As well as physical health, be mindful of their emotional wellbeing. To help support your member of staff you can use our *How are you feeling NHS?* toolkit. This resource can help staff to check their own emotional wellbeing or support colleagues.
How does the organisation use the skills and experience the reservist has gained while being deployed?

Once your reservist has settled back into their civilian role and life, there may be an opportunity for you to use the skills they have developed while on operational tour. You could also ask them to share their experiences with other team members or to write a blog which can be published on the intranet. This will need to be cleared through their Commanding Officer first.

Health Education England has published a toolkit which provides staff and employers with a framework for recording skills and competencies achieved when they volunteer abroad. The toolkit also looks at how these can be best applied when they return to work and incorporated into the individual’s appraisal. This enables staff and employers to learn from each other’s experiences from across the globe and to strengthen local engagement in the future.

WHAT TO DO NEXT

— Contact HR and occupational health to ensure that your reservist is supported.
— Discuss the individual’s return with your team and share the plans for this.
— Feed the experiences of both the team and the reservist into appraisals.
— Conduct a review of their time away - look at how the team adapted, what they learnt and if you would do anything differently.
— Involve your NHS Reserve Forces Champion who may be able to provide help and support when the reservist returns to work.