

Cancelling a Shift

Note: Please make sure to notify the facility and a CA Health Corps Deployment Manager if you need to cancel a shift.

1. Go to your **CA Health Corps Portal**.
2. See **My Upcoming Shifts**. To cancel a shift, click the Trash Icon next to the shift you would like to cancel.

My CA Health Corps Portal

[View My Shifts](#)
[Available Shifts](#)
[Submit Hours](#)
[Resources](#)

Hello, Leonard
Update Profile

My Upcoming Shifts

Date	Time	Job	Deployment Name	Details	Cancel
Sat 9/5/20	12:00 PM - 8:00 PM	On Duty Shift - Sacramento	Sacramento - Sacramento - Hospital		
Sun 9/6/20	12:00 PM - 8:00 PM	On Duty Shift - Sacramento	Sacramento - Sacramento - Hospital		

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3. You will see a confirmation pop up. Then when you **confirm the cancellation**, you can scroll down to see the shift that you cancelled at the bottom of your portal.

Are you sure you want to cancel this shift?
NOTE: Even if you click "ok" now, you can still sign up for this specific shift, or other shifts, from the Available Shifts page.

OK
Cancel

Canceled Shifts

Date	Job	Deployment Name	Hours
Sat 9/5/20	On Duty Shift - Sacramento	Sacramento - Sacramento - Hospital	0
Sat 8/29/20	Nurse 7am-3:30pm	Los Angeles - UX Test - Alternate Care Site (ACS)	0
Wed 8/26/20	Test Hours	Sacramento - Test Hours - Alternate Care Site (ACS)	0
Wed 7/29/20	Nurse 3:00pm-11:30pm	Los Angeles - UX Test - Alternate Care Site (ACS)	0

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California Health Corps

4. **Please contact the facility** - the contact number is listed in the facility description on the Available Shifts Page. And please email cahealthcorps@emsa.ca.gov to **cancel lodging**.

Please see the example below:

On Duty Shift - Community Care on Palm

This Skilled Nursing Facility has requested licensed LVNs or RNs for direct patient care.

- If you can not make a shift please let the facility manager know right away: (951) [REDACTED]
- If you can not make a shift please also email cahealthcorps@emsa.ca.gov so we can adjust your schedule
- If you arrive at the facility and are having issues working there please notify the California Department of Public Health District Office right away: (909) [REDACTED]
- If you live **more than 50 miles** from the facility and need to lodging please email cahealthcorps@emsa.ca.gov

Note: Point of contact at the facility will be the Ashley [REDACTED] the Director of Nursing, (951) [REDACTED] Parking will be available behind the facility, check in at front desk.

4768 Palm Ave
Riverside, California 92501



View larger map

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closed	8/13/2020 7:00 am - 3:00 pm	LVN or RN Shift
full	8/14/2020 7:00 am - 3:00 pm	LVN or RN Shift
sign up	8/15/2020 7:00 am - 3:00 pm	LVN or RN Shift