

UN2895 1 of 3 16 th APR 2020	Electronic Staff Record Programme USER NOTICE	
Title	ESR UPDATE ABOUT NEW COVID-19 RESOURCES	
Purpose	To inform ESR users of a new Coronavirus (COVID-19) Resource Hub	
Intended Audience	All ESR Users	

SUBJECT

A new ESR COVID-19 Resource Hub is now available for Organisations and ESR Users.

DETAIL

New ESR COVID-19 Resources are now available to help and support organisations with their use of ESR during the pandemic.

Working with national organisations in relation to workforce challenges during this time, the ESR Team has responded by delivering system solutions to support organisations in their plans to manage the impact of COVID-19.

The Resource Hub has helpful tools and factsheets that give Organisations and Users step-by-step guidance to using ESR, and provides ESR Leads and Managers with quick solutions to some of the most common workforce challenges during the pandemic.

The Hub contains:

- Tips for Corporate Teams on how to ensure that the recruitment of additional frontline staff is done quickly and correctly;
- Step-by-step guides for ESR Leads about how to set up remote access for staff working from home and how to record COVID-19 related sickness absence in ESR;
- Step-by-step guides for Managers about how to access ESR over the internet and how to help their employees get the most from ESR whilst working from home or needing quick access to eLearning, their online payslip or managing their statutory and mandatory training;
- Guidance for Corporate Teams and Applicants who are returning to the NHS front line and need access to ESR.

The ESR Portal log in page will display a message about the COVID-19 Resource Hub from Saturday 18th April 2020. The message will be a clickable link that will take Users directly to the COVID-19 Resource Hub.

The image below shows how the message will be displayed on the Portal log in page.

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NHS Electronic Staff Record

COVID-19 | [ESR resources for Organisations and Users](#)

Log in with your credentials

Fields with an asterisk (*) are required fields

Username*

(Example: 999JSMITH01)

Password*

[Forgotten](#) | [Request Username/Password](#) | [Unlock Account](#)

Log in via Username Password

Log in with your Smartcard

Access ESR by inserting your Smartcard and entering your PIN, and then selecting the 'Log in via Smartcard' button

Log in via Smartcard

The ESR COVID-19 Resource Hub can also be accessed via the Discover ESR website - <http://www.discover.esr.nhs.uk/>

ACTION REQUIRED

Employing organisations are encouraged to access the ESR COVID-19 Resource Hub and make their Corporate Teams and Managers aware of the Resource Hub.

FURTHER INFORMATION

NOT PROTECTIVELY MARKED

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None

NEXT UPDATE

None planned at this time.