


UN3590 1 of 2 9th April 2025	Electronic Staff Record Programme USER NOTICE	
Title	ESR Education Retro Pay Webinars	
Purpose	To inform users of the ad-hoc Retro Pay Webinars.	
Intended Audience	ESR Payroll	

SUBJECT

ESR Education Retro Pay Webinars.

DETAIL

Following customer feedback the ESR Education Team are pleased to further ad-hoc Retro Pay webinars.

The session will be delivered via MS Teams by the ESR Education Team and NHS ESR Central Team to provide an overview of the Retro Pay functionality and how it works within ESR.

The webinar will cover the following topics:

- Retro Pay Processing
 - NHS Retro-Pay
 - NHS Retro Pay by Element
 - NHS Negate Retro Pay
- What goes into delivering a Pay Award
- Retro and Late Pay Awards


The duration of each session will be no longer than 60mins and there is no restriction on the number of delegates that can attend these events.

SCHEDULE

The sessions are being held on the following dates and times.

DATE	TIME
Tuesday 6 th May	2.30pm – 3.30pm
Tuesday 20 th May	1.30pm – 2.30pm

NOT PROTECTIVELY MARKED

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ACTION REQUIRED

This is a Microsoft Teams event; no registration details need to be provided.

To join click on the link below or copy the link into your diary as a reminder.

DATE	TIME
Tuesday 6 th May 2.30pm – 3.30pm	Click here to join the meeting
Tuesday 20 th May 1.30pm – 2.30pm	Click here to join the meeting

Details of this event are also available on the [ESR Events Calendar](#) on the ESR Hub.

FURTHER INFORMATION

If you have any questions, please email the ESR Education Team:

esr.is-esrcoursereg@nhs.net

NEXT UPDATE

N/A

NOT PROTECTIVELY MARKED