



ELECTRONIC STAFF RECORD

RN493 Guide to Enhancements and Changes
Release 52.2.0.0

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1 **Introduction**

The purpose of this document is to provide details of the enhancements to the ESR system in Release 52.2.0.0.

The changes to functionality outlined in this Release Notice are subject to successful testing. As is normal practice, any amendments to the content of the Release will be communicated in the Final Guide to Enhancement Notice.

NOTE: All Employee data used in this publication is fictional. Any similarity with the names used in this publication with the names of actual persons is purely coincidental and not intentional.

2 COVID-19 Vaccinations (Ongoing Maintenance) – Additional Functionality

The new 'COVID-19 Vaccinations (Ongoing Maintenance)' introduced in release 51.3 will have some additional functionality added in this release.

The EIT will be enabled for data extraction via the Generic Outbound (GO2) Interface.

The EIT will be enabled for data loading via the Generic Inbound (GI) Interface, this includes adding some additional hidden segments that get used by the GI interface.

Any questions about loading or extracting data for this EIT should be referred to the NHS Interface team.

The following reports will be updated so that the new EIT can be reported on:

- **NHS OH Data Extract Report**

Information entered into the COVID-19 Vaccinations (Ongoing Maintenance) EIT that is displayed in this report will be prefixed with 'COM'.

- **NHS OH Individual Employee Summary Report**

The information related to COVID-19 Vaccinations (Ongoing Maintenance) can be found under the 'Immunisation Information' section.

- **NHS OH Staff List by Individual Test or Immunisation**

A new value of 'COVID-19 Vaccination (OM)' is now available for selection from the 'Test or Immunisation Name' list of values. This value will enable the reporting of information entered on the COVID-19 Vaccinations (Ongoing Maintenance) EIT.

3 Further Updates to the Illegal Working Checklist Acceptable Documents LoV

Changes have been made to the Illegal Working Checklist Acceptable Documents List of Values of the following Source Documents:

- List B Group 1
- List B Group 2

Navigation Details:

- XXX HR Administration > People > Enter and Maintain > Others > Extra Information > Illegal Working Checklist
- XXX HR Data Entry > People > Enter and Maintain > Others > Extra Information > Illegal Working Checklist
- XXX HR Management > People > Enter and Maintain > Others > Extra Information > Illegal Working Checklist

List B Group 1

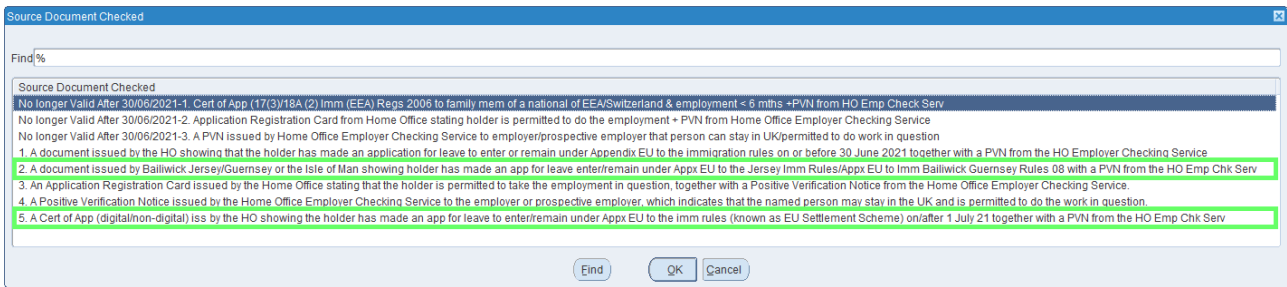
The following value in 'List B Group 1' has been end-dated effective 01-JUL-2021.

'5. A document issued by the Bailiwick of Jersey or the Bailiwick of Guernsey, which has been verified as valid by the Home Office Employer Checking Service, showing that the holder has made an application for leave to enter or remain under Appendix EU to the Jersey Immigration Rules or Appendix EU to the Immigration (Bailiwick of Guernsey) Rules 2008, on or before 30 June 2021.'

For records that contain the end-dated/disabled values, an error message will be displayed as follows:

'ID G for the flexfield segment Source Document Checked does not exist in the value set NHS_Illegal_Working_ListB_Group1.'

List B Group 2



The following value has been amended for 'List B Group 2, value 2'. This updated value will be shown for previously held records.

'2. A document issued by Bailiwick Jersey/Guernsey or the Isle of Man showing holder has made an app for leave enter/remain under Appx EU to the Jersey Imm Rules/Appx EU to Imm Bailiwick Guernsey Rules 08 with a PVN from the HO Emp Chk Serv.'

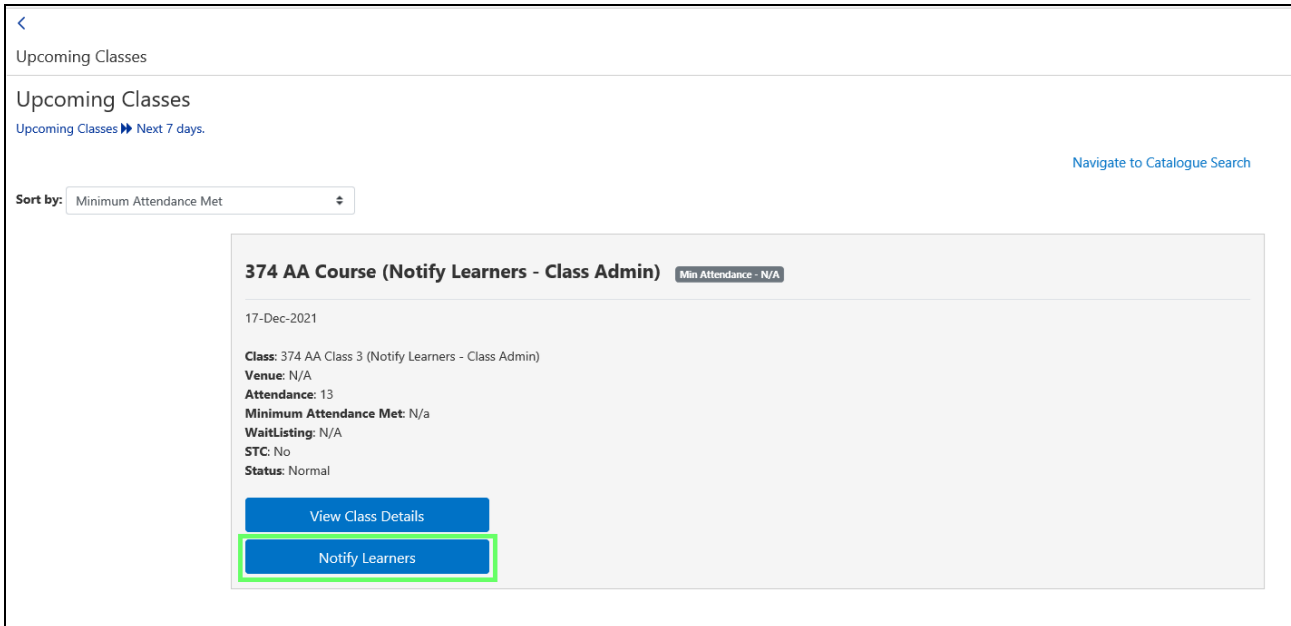
The following new value has been added to the list of values of 'List B, Group 2'. This will be available from 01-Jul-2021.

'5. A Cert of App (digital/non-digital) iss by the HO showing the holder has made an app for leave to enter/remain under Appx EU to the imm rules (known as EU Settlement Scheme) on/after 1 July 21 together with a PVN from the HO Emp Chk Serv'

These values will be available in ESRBI for reporting purposes.

4 Enhancement to the Upcoming Classes Portal Page

The Upcoming Classes Portlet has been enhanced to include a 'Notify Learners' button:



The following responsibilities will have access to the 'Notify Learners' button within the Upcoming Classes Portal page:

- XXX Learning Administration
- XXX Class Administration

The 'Notify Learners' button will be displayed for each class. The button will be placed below the 'View Class Details' button.

When the 'Notify Learners' button is selected by the Administrator, they will be navigated to the 'Notify' form for the selected class to allow them to send notifications to the learners they select.

Further details on the Notify functionality is available in the User Manual - <https://my.esr.nhs.uk/esrusermanual/html/NAVU789.htm>.

