



ELECTRONIC STAFF RECORD

RN508 Guide to Enhancements and Changes Release 54.2.0.0

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1 **Introduction**

The purpose of this document is to provide details of the enhancements to the ESR system in Release 54.2.0.0. The details are grouped in functionality order.

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 Change to File Name for Payslip and P60 Downloads

The default name for the ePayslip available for download from the ESR Portal is now ePayslip yyyy-mm-dd Assignment Number (where the date is the pay date from the payslip).

For example, ePayslip 2022-05-31 20066648.pdf



The default name for the P60 available for download from the ESR Portal is now

P60 yyyy-yyyy Assignment Number.

For example, P60 2021-2022 20066648.pdf



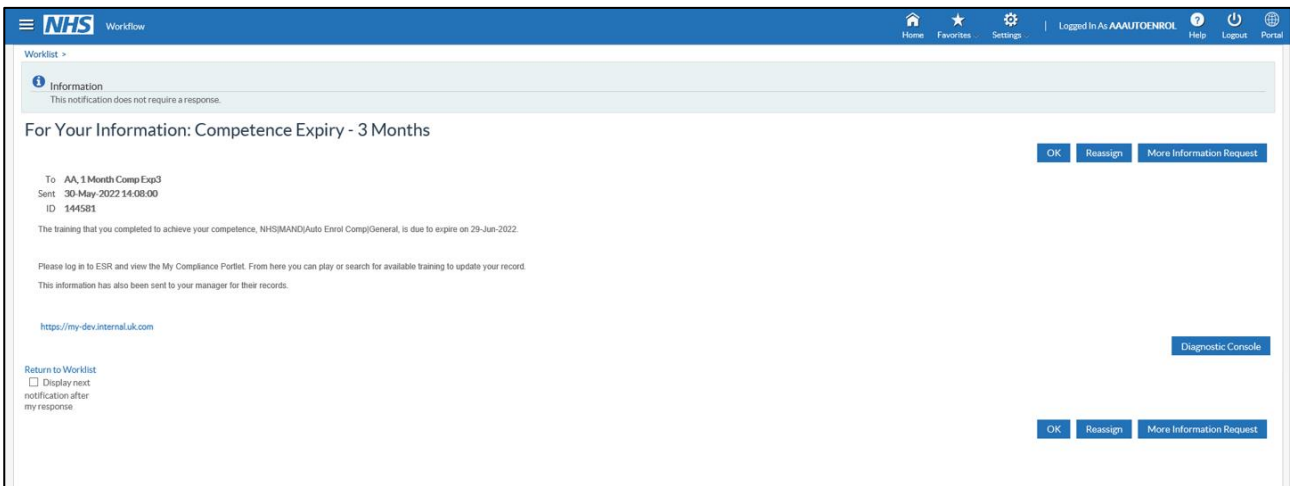
3 Updates to Competency Expiry and Competence Requirements Change Notifications and Emails

The wording on the Employee Competence Expiry Notifications/Emails and the Competence Requirements Change Notifications/Emails has been updated to direct the learner to the My Compliance Portlet.

The wording for the Competence Expiry 1 Month and Short Notice notifications has been changed where the learner is already enrolled onto learning which will award the competence. No changes have been made to the other versions of these notifications.

For example:

Competence Expiry - 3 Month Text



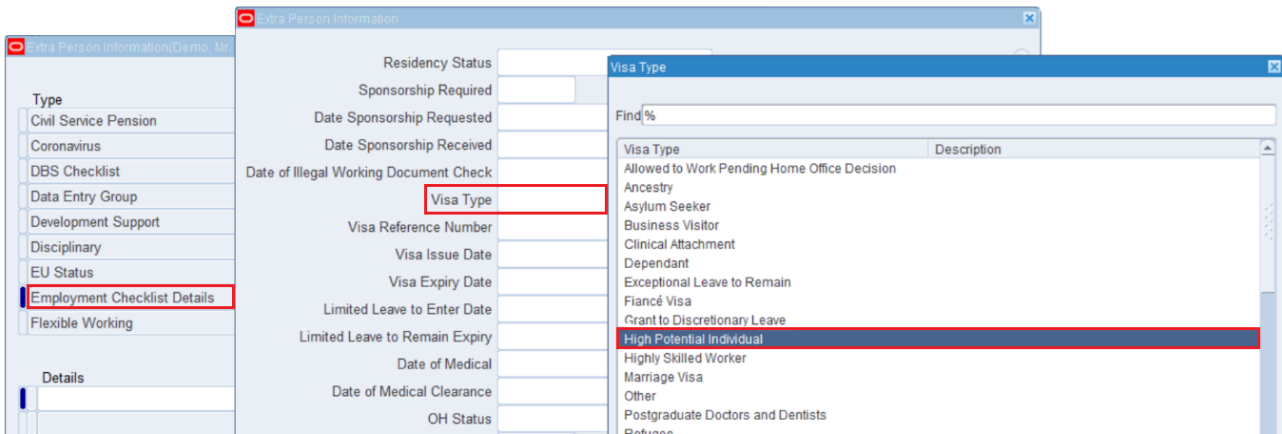
The URL displayed will take the user to the Portal Landing page (Note: in Production this would show as <https://my.esr.nhs.uk/>).

4 Addition to the Visa Type List of Values

A new Visa Type 'High Potential Individual' has been added to the Visa Type list of values in the 'Employment Checklist Details' Person EIT as follows:

Navigation Path:

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



Reporting

The new Visa type can be reported on as follows:

Subject Area: Human Resources - Person EIT Details
Folder: EIT Employment Checklist Details
Item: Visa Type

5 **Total Reward Statements Wording Changes for Reform**

As a result of the Reform changes in April 2022, 'projections' have been removed from TRS (Total Reward Statements), and the disclaimer wording has been updated accordingly:

Projections are no longer provided due to changes that are currently being made in public service pensions, including the NHS Pension Scheme. Please visit the [NHS Pension Scheme website](#) for further information.