



ELECTRONIC STAFF RECORD

RN558 Guide to Enhancements and Changes
Release 59.3.0.0

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1 **Introduction**

The purpose of this document is to provide details of the enhancements to the ESR system in Release 59.3.0.0. 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 a revised 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 Update to Supplementary Roles

A review of the supplementary roles held within ESR has recently been undertaken to help maintain ongoing accuracy of the list of values. The review identified roles that are either now redundant or have been superseded by other available values.

Consequently, the following 28 roles will be retired with an end date of 01-MAR-2024:

- Anti Corruption Officer
- Appraisal Lead
- Business Continuity Lead
- Cascade Trainer - Medical Devices
- Childcare Co-ordinator
- Clinical Researcher Lead
- Conflict Resolution Employee
- COSHH Assessor
- CRS Registration Agent
- DSE User
- Fire Manager
- Food Handler
- Foundation Trust Manager
- Internal Verifier
- IWL Assessor
- Laser Protection Supervisor
- Operator (Ionising Rad-Unsealed Sources)
- Operator (Ionising Rad-X-ray/Radiother)
- Practitioner (Ionising Rad-Radiotherapy)
- Practitioner (Ionising Rad-Unseal Sourc)
- Practitioner (Ionising Rad-X-ray)
- Practitioner + Operator (Ionising Rad)
- Risk Management Co-ordinator
- Royal College Assessor
- SABS Officer & Disseminate DH Alerts
- Safety Manager
- Specialist Practice Teacher (SPT)
- Team Briefer

3 New National Subjective Codes

The following value has been added to the Subjective Code list of values effective from 01-Jan-1951:

- NHS6297 Locum Trainee Grades

4 Update to Employment Checklist Details EIT

A new field has been added within the Employment Checklist EIT called 'Primary Sponsor Organisation Name'.

The field has been introduced to ensure that secondary employers can record where their internationally recruited staff have primary sponsorship. Employers will be able to report and monitor individuals who should be working limited hours under legislation because of their primary sponsorship being elsewhere.

Further information can be found on NHS Employers website:

<https://www.nhsemployers.org/news/recording-primary-sponsor-organisations-coming-esr>

NOTE: The field is free text with a 150 character limit.

Navigation: XXX HR Administration > People > Enter and Maintain > Others > Extra Information > Employment Checklist Details

The screenshot shows a software window titled "Extra Person Information". It contains a list of fields for data entry. The field "Primary Sponsor Organisation Name" is highlighted with a red rectangular border. Other fields include "Residency Status", "Sponsorship Required", "Date Sponsorship Requested", "Date Sponsorship Received", "Date of Illegal Working Document Check", "Visa Type", "Visa Reference Number", "Visa Issue Date", "Visa Expiry Date", "Limited Leave to Enter Date", "Limited Leave to Remain Expiry", "Date of Medical", "Date of Medical Clearance", "OH Status", "EPP Clearance", "Date of Prof Reg Check - Recruitment", "Date of Prof Reg Check - New Joiner", "Date of Qualifications Check", "E-Rec Vacancy Ref", "IAT Consent", and "Latest IAT Consent Update". At the bottom of the window are buttons for "OK", "Cancel", "Clear", and "Help".

The Primary Sponsor Organisation Name data will also be reflected in ESRBI.