



ELECTRONIC STAFF RECORD

RN572 Guide to Enhancements and Changes Release 61.4.0.0

Information classification: PUBLIC

Revision Date: AUGUST 2024

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1 **Introduction**

The purpose of this document is to provide details of the enhancements to the ESR system in Release 61.4.0.0. 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 New Job Plans EIT

A new form has been added within the Person EIT called Job Plans to enable the recording of Job Plans for all staff (combined).

The form has been introduced, following discussions with NHS England, to align the fields to the data that is currently being collected and recorded within the NHS. The new form will replace the existing Medical & Dental Job Plans and Job Plans – Other Staff Groups and will replicate the existing functionality of the current Job Plans.

The existing Medical & Dental Job Plan and Job Plans – Other Staff Groups EITs have been retired and made inactive so they are no longer visible to ESR users via the professional forms or self-service. The existing EIT's and the data within them will still be available for historical reporting purposes in both ESR BI and SDW under the renamed values Historical - Medical & Dental Job Plan and Historical - Job Plans – Other Staff Groups.

The new EIT will include the following items:

No.	Data Item	Data Format	LOV (If applicable)
1	Effective Date	Date	
2	Total Contracted Activities / Sessions	Decimal	
3	Additional Programmed Activities / Sessions (APA / EPS)	Decimal	
4	Total Contracted Direct Clinical Care (DCC)	Decimal	
5	Total Contracted Supporting Professional Activities (SPA)	Decimal	
6	Total Contracted Additional Responsibilities (ANR / AR)	Decimal	
7	Total Contracted External / Other Duties (ED)	Decimal	
8	Total Medical School Activities (MS)	Decimal	
9	Total Additional to Contract (ATC) Across All Categories	Decimal	
10	On-Call Frequency	LOV	Very High High Medium Low Very Low
11	On-Call Category	LOV	A B SAS 2008
12	On-Call Supplement (% England and SAS / Band Wales)	Free Text	

13	Total Operating Theatre Work	Decimal	
14	Elective Operating Theatre Work	Decimal	
15	Non-Elective Operating Theatre Work	Decimal	
16	Total Outpatient Activities	Decimal	
17	Ward Rounds and Inpatient Work	Decimal	
18	Multidisciplinary Care	Decimal	
19	Clinical Diagnostic Work	Decimal	
20	Procedures	Decimal	
21	Public Health Duties	Decimal	
22	Research	Decimal	
23	Teaching and Education	Decimal	
24	Continuing Professional Development	Decimal	
25	DCC Travel	Decimal	
26	Non-DCC Travel	Decimal	
27	DCC Administration	Decimal	
28	Non-DCC Administration	Decimal	
29	Private Professional Services	Decimal	
30	Fee Paying Services	Decimal	

The Job Plans EIT is available through professional forms and self-service in all locations within ESR where the previous EITs were available and in all URPs where the previous EITs were available:

- NHS HR Administration
- NHS HR Administration (With RA)
- NHS HR Data Entry
- NHS HR Data Entry (With RA)
- NHS HR Management
- NHS Manager Self Service (all variants)
- NHS Administrator Self Service (all variants)
- NHS Supervisor Self Service (all variants)
- NHS Employee Self Service
- NHS Employee Self Service (Limited Access)

The Job Plan EIT will also be available for reporting in both ESR BI and SDW:

BI

Human Resources - Applicant EIT Details --> EIT Job Plans
 Human Resources - Person EIT Details ---> EIT Job Plans

SDW

WorkForce Composition Subject Area ---> Wfc Job Plans

3 **National Workforce Dataset – ESR Amendment**

Following the National Workforce Dataset update in Release 61.2.0.0, a further change to a value within ESR has been made to end date the Job Role below:

Main Staff Group	Job Role	Date From	Date To
Nursing and Midwifery Registered	Extended Role Practice Nurse	01-JAN-1951	30-JUN-24

Existing Positions with the 'old' value should be updated to reflect the 'new' value below:

Main Staff Group	Job Role	Date From
Nursing and Midwifery Registered	Extended Role Practice Nurse (Primary Care only)	01-JAN-1951

The existing positions will need to be manually amended by organisations. These will be flagged to organisations via the "Job Role is no longer valid or is blank" validation within the ESR BI Data Quality Dashboard.

4 **South Yorkshire Pensions Authority LGPS Scheme rate uplift**

The employer rate for the 'South Yorkshire Pensions Authority LGPS Scheme' has been updated from 21.4% to 22.7% with effect from 01-APR-2023.

NHS Retro Pay should be run to adjust any contributions generated since this date.

5 Swindon Borough Council LGPS Scheme rate uplift

The employer rate for the 'Swindon Borough Council LGPS Scheme' has been updated from 15.4% to 49.7% with effect from 01-APR-2023.

NHS Retro Pay should be run to adjust any contributions generated since this date.

6 Pennies from Heaven renamed to Microhive

The national lookup for the Charity Reduction NHS element has been changed from 'Pennies from Heaven' to 'Microhive' following the rebrand of the fundraising company in June 2024. Any run results and payslips will now show the new name.

This is not a retrospective change.

As result of the rebrand, the 'NHS Annual Pennies From Heaven Contributions Report' has been renamed to 'NHS Microhive Contributions Report'.

No other changes have been made to the report and any scheduled reports will need reviewing.