ELECTRONIC STAFF RECORD

RN594 Guide to Enhancements and Changes Release 65.0.0.0

Information classification: PUBLIC

Revision Date: JUNE 2025

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<u>Contents</u>

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1   <u>Introduction</u>

The purpose of this document is to provide details of the enhancements to the ESR system in Release 65.0.0.0. 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.

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2   Liferay Portal – Content Staging Removal and Publications

The underlying functionality for publishing content to the ESR Hub and Portal has changed. The Staging Server has been removed and replaced with 'Publications'.

A Publication is a user-specific environment where changes are held until they are ready to be published to the Production (Live) environment.

This change means the following:

- Content Administrators and Content Editors will be able to publish content without reliance on the Portal Site Administrator.
- Changes can be made immediately to live content or scheduled as part of a Publication.
- As Publications are user-specific you can only view, amend and publish Publications you have created.

NOTE: If the author of a Publication is absent from work and a Publication has not been published, you should either:

- Create a new Publication containing the desired changes *or*
- Raise a Service Request (SR) for the Support Team who have access to all Publications.

Following the release (R65), any content held in Staging will no longer be available. Organisations will need to ensure that any required content held in Staging is published prior to the release weekend.

Following the release, you will no longer be able to access the Staging URL. If you should try and access any bookmarked links to the old site you will be automatically re-directed to https://my.esr.nhs.uk.

Full guidance on the new functionality is available in the ESR User Manual and How to Guides on the ESR Hub.

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3   <u>Recording of Socio-economic Background Data</u>

Following the introduction of Socio-economic questions in Release 64 (March 2025), a further change is being delivered to introduce a Socio-economic portlet which aims to make the data completion and review process more efficient for users. This change supports national policy and is intended to accelerate local and national completion rates to help collect meaningful data.

Further information on why this data is being collected and how it will be used can be found in the Socio-economic Background Information FAQs in the National Workforce Data Set (NWD) guidance documents.

This portlet is available to be added into the My ESR dashboard and/or the Applicant dashboard. This must be enabled by the local Portal Administrator as required for your organisation.

The portlet will be collapsed by default with static text to provide context to users as to what Socio-economic data is and why the NHS is interested in collecting it:

Clicking on View Details will show the details held for the employee, there are none at this point recorded.

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My Socio-economic Background

View Details >

1. Occupation of your main household earner when you were aged about 14

None Recorded

2. Type of school you attended for the most time between the ages of 11 and 16

None Recorded

3. Eligible for free school meals at any time

None Recorded

Update My Information

Clicking onto Update My Information will allow the values to be selected.

These are the same questions and answers that are available currently in the professional application and in Employee Self Service.

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< Dashboard

My Socio-economic Background

My Socio-economic Background

Please update your socio-economic background details and select the 'Save' button when completed.

1. Occupation of your main household earner when you were aged about 14

○ Modern professional or Traditional professional

  Such as Teacher, Nurse, Physiotherapist, Social Worker, Musician, Police Officer (Sergeant or above), Software Designer, Accountant, Solicitor, Medical Practitioner, Scientist, Civil or Mechanical Engineer.

○ Senior, Middle or Junior Managers or Administrators

  Such as Finance Manager, Chief Executive, Large Business owner, Office Manager, Retail Manager, Bank Manager, Restaurant Manager, Warehouse Manager.

○ Clerical and Intermediate Occupations

  Such as Secretary, Personal Assistant, Call Centre Agent, Clerical Worker, Nursery Nurse.

○ Technical and Craft Occupations

  Such as Motor Mechanic, Plumber, Printer, Electrician, Gardener, Train Driver.

○ Routine, Semi-Routine manual and Service Occupations

  Such as Postal Worker, Machine Operative, Security Guard, Caretaker, Farm Worker, Catering Assistant, Sales Assistant, HGV Driver, Cleaner, Porter, Packer, Labourer, Waiter or Waitress, Bar Staff.

○ Long-Term unemployed

  Claimed Jobseeker's Allowance or earlier unemployment benefit for more than a year

○ Small Business Owners who Employed less than 25 people

  Such as Corner Shop owners, Small Plumbing Companies, Retail Shop owner, single Restaurant or Cafe owner, Taxi owner, Garage owner.

○ Other

  Such as Retired, this question does not apply to me, I don't know.

○ I prefer not to say

  Prefer not to provide a specific response to this question.

2. Type of school you attended for the most time between the ages of 11 and 16

○ A state-run or state-funded school

○ Independent or fee-paying school

○ Independent or fee-paying school where 90% or more of tuition covered by bursary

○ Attended school outside the UK

○ I do not know

○ I prefer not to say

3. Eligible for free school meals at any time(If you finished school after 1980)

○ Yes

○ No

○ Not applicable (finished school before 1980 or went to school overseas)

○ I do not know

○ I prefer not to say

[Save] [Cancel]

NOTE: The Save button will not be enabled until all 3 questions have been answered.

On saving the user is taken back to the My ESR dashboard and they will see a message to confirm that the data has been saved successfully.

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My Socio-economic Background

The request has successfully completed ✕

View Details ❯

1. Occupation of your main household earner when you were aged about 14

Modern professional or Traditional professional

2. Type of school you attended for the most time between the ages of 11 and 16

A state-run or state-funded school

3. Eligible for free school meals at any time

Yes

Update My Information

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4   <u>Change to the Congestion Charge NR NP NT NNI NHS element</u>

The Congestion Charge NR NP NT NNI NHS element has been updated with a new input value of Silvertown and Blackwall Tunnel.

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5   HMRC Advisory Fuel Rates for 01-JUNE-2025

HMRC has published new advisory fuel rates for company cars effective 01 June 2025 and these rates are now in use in ESR.

For one month from the date of change, employers may use either the previous or new current rates, as they choose. Employers may therefore make or require supplementary payments if they wish but are under no obligation to do either.

The revised rates are as follows:

Engine Size	Petrol	LPG
1400cc or less	*12p	*11p
1401cc to 2000cc	14p	*13p
Over 2000cc	22p	*21p

Engine Size	Diesel
1600cc or less	11p
1601cc to 2000cc	*13p
Over 2000cc	*17p

Engine Size	Electric
1400cc or less	*7p
Over 1400cc	*7p

* No change has been made to these rates. These are stated for information only.

Action

Please note that mileage payments are not processed when Retropay is run, so any changes to the amounts already paid will need to be made manually.

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6   Update to Professional Bodies Interface for GMC

In preparation for Physician Associates and Anaesthesia Associates being included in the GMC Interface, a new role GMC – Other Prof Registrations has been created.

It is expected that the data relating to the Physician Associate and Anaesthesia Associate roles will be included in the GMC Interface to ESR from 31 December 2025. However, a user notice advising of the work, confirmed date and actions required from organisations will be provided in October 2025, with subsequent updates provided via user notice in the lead up to the December date.

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7   Amendment to the Total Reward Statement (TRS)

Changes have been made to the Total Reward Statement to provide members with alternative pension scheme benefits if they are eligible under the McCloud remedy.

A new landing page is displayed for members who are eligible. It provides further information about the McCloud remedy and what the alternative benefits will look like. The page includes a Declaration section explaining that the member must confirm that they understand that they have two alternative sets of benefits and must select one at retirement, along with a tick-box which the member must complete to acknowledge that they have read and understood the Declaration.

After leaving the landing page McCloud eligible members will be presented with tabs to view their standard or alternative benefits. The earliest standard pension will be displayed by default. Both standard and alternative benefits are downloadable with the annual benefit statement.

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