ELECTRONIC STAFF RECORD

RN597 Guide to Enhancements and Changes Release 65.2.0.0

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1 Introduction

The purpose of this document is to provide details of the enhancements to the ESR system in Release 65.2.0.0. 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 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 Updated Subjective Codes

The following new Subjective Codes have been created in ESR:

- NHS6407 - Head Chef / Cook Band 4
- NHS6408 - Bank Nursing Associate Band 4

3 Updated Supplementary Roles

Two new Supplementary Roles are available in ESR .

- Health and Wellbeing Champion
- Health and Wellbeing Guardian

These roles are part of the ongoing commitment to support staff health and wellbeing.

- The **Health and Wellbeing Guardians** sit on every NHS provider Trust organisation board and are usually Non-Executive Directors. They champion the health and wellbeing of staff strategically and hold the board to account for improving this: NHS England » Health and wellbeing guardians.
- **Health and Wellbeing Champions** sit in a dispersed way across organisations, across teams or networks of colleagues. They offer peer support, signposting and guidance to improve colleagues wellbeing, acknowledging that team and peer support play an important aspect in improving the wellbeing of our staff: NHS England » Health and wellbeing champions.

Navigation Path:

XXX HR Administration > People > Enter & Maintain > Others > Supplementary Role

They will also be available for reporting purposes in ESR BI.

4 Revised NHS Pension Contribution Thresholds from 1 April 2025

Following the announcement of the Pay Awards and in line with legislative requirements, the NHS Pension Scheme tiers have been uplifted with effect from the 1st April 2025:

Tier	Range	Percentage	Effective Date From
1 (A)	*£0.00 to £13,259.99	5.2	01-Apr-24
2 (B)	£13,260.00 to £27,797.99	6.5	01-Apr-25
5 (E)	£27,798.00 to £33,868.99	8.3	01-Apr-25
7 (G)	£33,869.00 to £50,845.99	9.8	01-Apr-25
8 (H)	£50,846.00 to £65,190.99	10.7	01-Apr-25
10 (J)	£65,191.00 to £999,9999.99	12.5	01-Apr-25

* No change has been made to this tier. This is stated for information only.

5 Changes to OPP Entitlement Rules

The following changes are to be applied to the OPP functionality which was introduced in R63. These new changes will only apply for the new paternity absences created after the release date i.e from 26-Jul-2025

The criteria for employees to be entitled to Occupational Paternity Pay has been changed as follows:

- An employee who has completed 12 months service with one or more NHS employers at the start of the leave period being taken will be eligible to receive the OPP.
- Where the paternity leave is taken for the full 2 weeks, an employee who has completed 12 months service with one or more NHS Employers at the start of the paternity leave will be eligible for 14 Days of OPP.
- Where the leave is split and taken as 2 separate weeks, 12 months continuous service will be checked at the start date of each of the periods of leave. In some cases, this may mean that at the start of the first period of leave an employee does not have 12 months service and the SPP rules would apply with no payment of OPP. When the second period of leave is taken the employee may have achieved the 12 months service and as such would be entitled to a week of OPP.

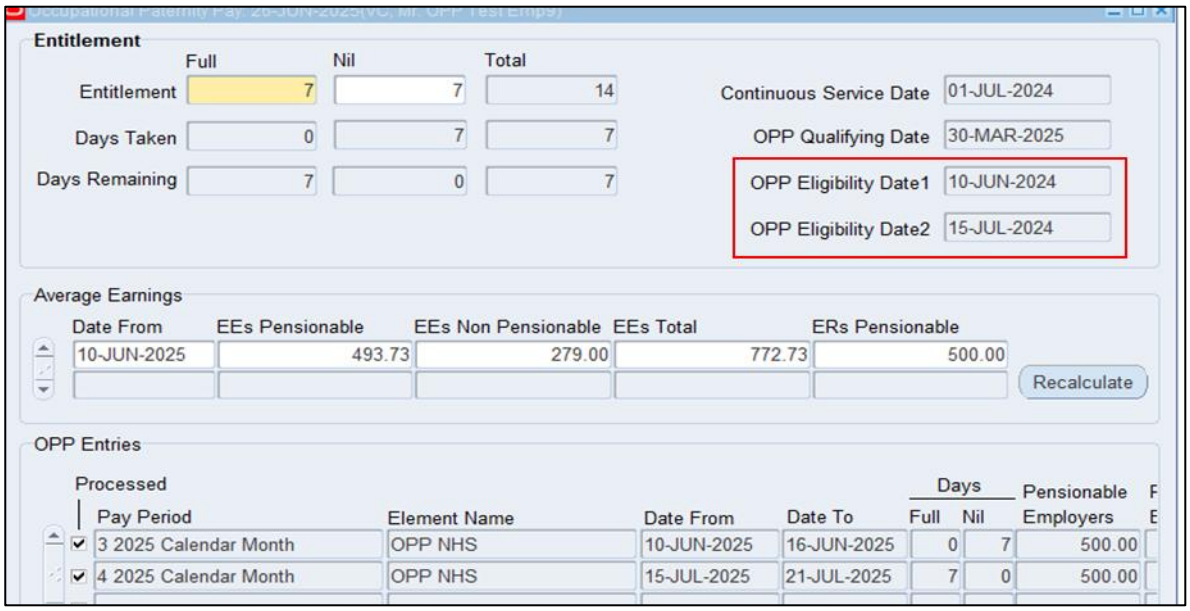
The OPP form has been amended to accommodate the above changes to the OPP entitlement rules as below:

- 'OPP Eligibility Date' is renamed as 'OPP Eligibility Date1' and this will be calculated as:
    - OPP Eligibility Date1 = Start Date of the 1st Paternity Absence – 365 Days

- New field 'OPP Eligibility Date2' has been added to the form. This will be populated only when the paternity leave is split into two weeks, and this will be calculated as:
    - OPP Eligibility Date2 = Start Date of the 2nd Paternity Absence – 365 Days

The above calculations will apply only to the paternity absences created after the release date i.e 26th July 2025.

Amended OPP Form:

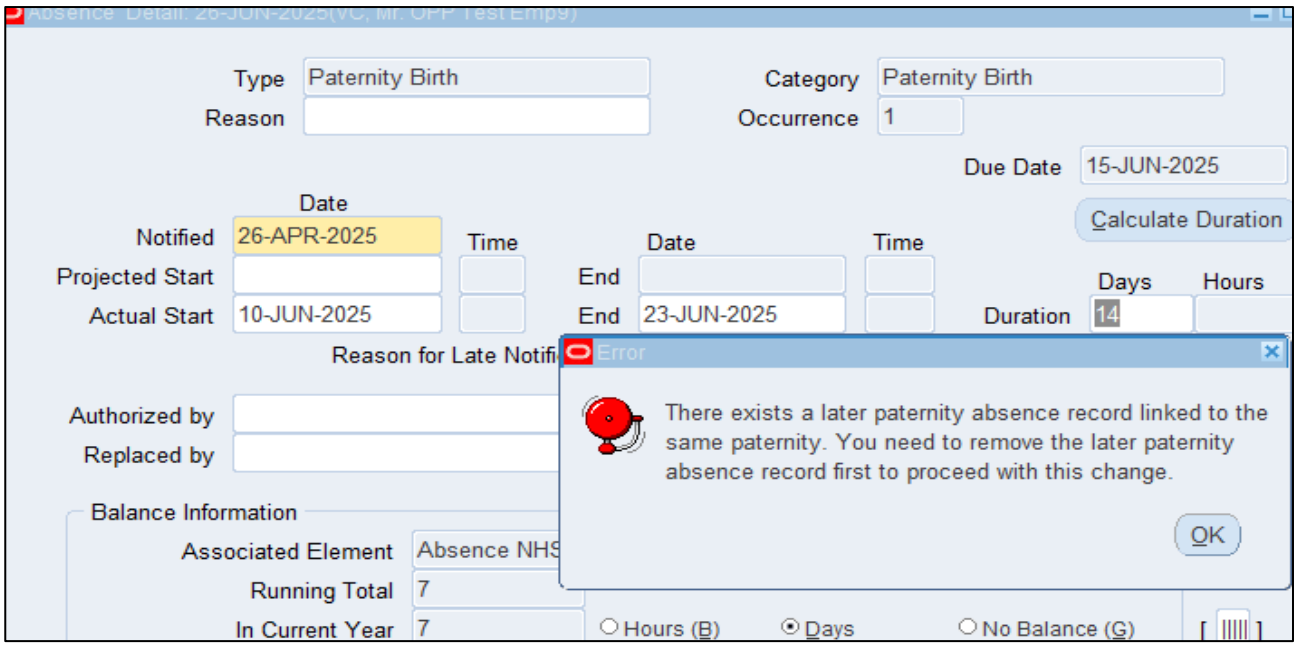


A new Error message has been introduced with this change to check if there exists a paternity absence with later start date when:

(i) Updates are made to the actual start date/ end date/ duration on the existing paternity absence with an earlier start date and linked to the same paternity as the later paternity absence.

(ii) Deleting the existing paternity absence record with an earlier start date linked to the same paternity as the later paternity absence.

(iii) Inserting a new paternity absence with an earlier start date than the existing paternity absence linked to the same paternity.



The following examples will explain how the OPP entitlement will be populated on the amended OPP form as per the new rules following this change:

Case 1: Paternity Absence in single episode for 14 days

In case 1 paternity absence is recorded for 14 days in single episode then the OPP entitlement will be populated on OPP form as per the following details:

(i) If an employee has completed 12 months service at the start date of paternity absence i.e. where the OPP Eligibility Date1 >= Continuous Service Date then the OPP entitlement will be:

	Full	Nil	Total
Entitlement	14	0	14
Days Taken	0	0	0
Days Remaining	14	0	14

(ii) If an employee has not completed 12 months service at the start date of paternity absence i.e. where the OPP Eligibility Date1 < Continuous Service Date then the OPP entitlement will be populated upon creation of paternity absence as detailed below:

	Full	Nil	Total
Entitlement	0	14	14
Days Taken	0	0	0
Days Remaining	0	14	14

Case 2: Paternity Absence in 2 split weeks

In case 2 paternity absence is recorded in split weeks in two episodes then the OPP entitlement will be populated on OPP form as per the following details:

(i) If an employee has completed 12 months service at the start date of the first paternity absence i.e. where the OPP Eligibility Date1 >= Continuous Service Date then the OPP entitlement will be:

	Full	Nil	Total
Entitlement	14	0	14
Days Taken	0	0	0
Days Remaining	14	0	14

(ii) If an employee has not completed 12 months service at the start date of the first paternity absence i.e. where the OPP Eligibility Date1 < Continuous Service Date then the OPP entitlement at the time first paternity absence is created will be:

	Full	Nil	Total
Entitlement	0	7	7
Days Taken	0	0	0
Days Remaining	0	7	7

If an employee has completed the 12 months service at the start date of the second paternity absence i.e where the OPP Eligibility Date2 >= Continuous Service Date, then the OPP entitlement at the time second paternity absence is created will be updated to:

	Full	Nil	Total
Entitlement	7	7	14
Days Taken	0	7	7
Days Remaining	7	0	7

OR

If an employee has not completed the 12 months service at the start date of the second paternity absence also i.e where the OPP Eligibility Date2 <Continuous Service Date, then the OPP entitlement at the time second paternity absence is created will be updated to:

	Full	Nil	Total
Entitlement	0	14	14
Days Taken	0	7	7
Days Remaining	0	7	7

6 Change to the Total Reward Statement (TRS) Benefits Wording

The wording of the TRS Annual Benefits Statement has been updated:

- The statement now includes a section about the new My NHS Pension online portal.
- The Pension Scams section has been updated and now includes reference to the McCloud Remedy.
- The NHS Pensions Member Newsletter has been discontinued and so the section referring to it in the statement has been removed.
- A new section relating to the NHS Pensions Podcast has been added.
- The Find us on Twitter section has been updated to Find us on X.