NHS ELECTRONIC STAFF RECORD

ESR-NHS0275 - GUIDE TO ESRBI DRIVING LICENSE CHECKS DASHBOARD

Information Classification: PUBLIC

Owner:	Development and Operations Team
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Approvals:

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Title	Head of Development & Operations

DOCUMENT CONTROL

CHANGE RECORD

Date	Author	Version	Change Reference
02/05/2018	Matt Madya	0.1	Initial Draft
15/10/2018	Matt Madya	1.0	Initial Release
10/06/2019	Matt Madya	2.0	Updated to correct a formatting issue
22/03/2021	Matt Madya	3.0	Annual Review
01/04/2022	Matt Madya	4.0	Annual Review
27/10/2023	Matt Madya	5.0	Annual Review
01/03/2025	Matt Madya	6.0	Annual Review

REVIEWERS

Name	Position
Charlotte Barnett	Assistant Development Advisor - BI
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DISTRIBUTION

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1	Library Master	Project Library
2		

CONTENTS

Design Assumptions

The following design assumptions have been made and can be applied to all analyses and dashboards:

1. All analyses have an export button to enable the user to export to their format of choice.
2. All analyses have an 'Add to Briefing Book' button enabled to allow the user to group national analyses together into a board-report type document.
3. All dashboards are designed on a screen resolution of 1024 x 768 pixels to prevent horizontal scroll bars being displayed (except where wide tables of data are required).

Examples

Where applicable, the examples included in this document contain fictional data only. The names and other personal details are fictional although look realistic enough to provide a useful example.

Driving License Checks Dashboard

Description

This dashboard provides information relating to employee/applicant driving licence details recorded in ESR.

Allocation

This dashboard is available to the following URPs:

XXX BI Administration

XXX Vehicle Administration

Prompts

Staff Group(s)

Occupation Code(s)

Pay Grade(s)

Job Role(s)

Effective Date

Data Items

Applicant Number	Job Role
Employee	Position Title
Title	Date of Driving Licence Check
First Name	Valid Driving Licence
Last Name	Driving Licence Number
Person Type	Vehicle Class Entitlement
Organisation	Location
Staff Group	Supervisor

Example Screenshot

Applicant Number	Employee	Title	First Name	Last Name	Person Type	Organisation	Staff Group	Job Role	Position Title	Date of Driving Licence Check	Valid Driving Licence	Driving Licence Number	Vehicle Class Entitlement	Location	Supervisor
1132812	12345678	Mr	Joe	Blogs	Employee	000 NHS ESR Organisation	Allied Health Professionals				Yes			ESR Offices, Warwick	
1132820	12345678	Mr	Joe	Blogs	Employee	000 NHS ESR Organisation	Allied Health Professionals				Yes			ESR Offices, Warwick	
1141569	12345678	Mr	Joe	Blogs	Employee	000 NHS ESR Organisation	Administrative and Clerical				Yes			ESR Offices, Warwick	
1159271	12345678	Mr	Joe	Blogs	Employee	000 NHS ESR Organisation	Nursing and Midwifery Registered				Yes			ESR Offices, Warwick	
1238886	12345678	Mr	Joe	Blogs	Employee	000 NHS ESR Organisation	Administrative and Clerical				No			ESR Offices, Warwick	
1239311	12345678	Mr	Joe	Blogs	Employee	000 NHS ESR Organisation	Administrative and Clerical				Yes			ESR Offices, Warwick	
1239405	12345678	Mr	Joe	Blogs	Employee	000 NHS ESR Organisation	Administrative and Clerical				Yes			ESR Offices, Warwick	
1239680	12345678	Mr	Joe	Blogs	Employee	000 NHS ESR Organisation	Estates and Ancillary				No			ESR Offices, Warwick	
1249201	12345678	Mr	Joe	Blogs	Employee	000 NHS ESR Organisation	Nursing and Midwifery Registered				Yes			ESR Offices, Warwick	
1254580	12345678	Mr	Joe	Blogs	Employee	000 NHS ESR Organisation	Administrative and Clerical				Yes			ESR Offices, Warwick	
1263630	12345678	Mr	Joe	Blogs	Employee	000 NHS ESR Organisation	Administrative and Clerical				No			ESR Offices, Warwick	
1415907	12345678	Mr	Joe	Blogs	Employee	000 NHS ESR Organisation	Administrative and Clerical				Yes			ESR Offices, Warwick	