

## The e-KSF / ESR Bi-directional Link

### MAKING THE MOST OF BOTH SYSTEMS

In 2006, the Department of Health funded a bi-directional data link between ESR and the e-KSF. This link is still supported and over 200 organisations have so far taken advantage of this free link. If you're not yet sharing data between your e-KSF and ESR systems, we think you should consider this - even if you're not yet using the e-KSF.

#### The benefits of the bi-directional link between the e-KSF and ESR

- » The link ensures that all basic staff data recorded on the ESR system (e.g. pay band, staff group, age, gender) is available (with appropriate confidentiality safeguards) within the e-KSF. When a new employee is added to ESR, their basic details will be added automatically to the e-KSF. Without the link these items need to be separately uploaded onto the e-KSF.
- » Information from ESR that is transferred to the e-KSF can help you with local monitoring of KSF implementation and use as set out in the Agenda for Change agreement. This information allows organisations to comply with legislative requirements on equalities monitoring, and provide the evidence of staff development that is required by the CQC, NHS Litigation Authority ("competent and capable workforce") and other national audit bodies.
- » Data on the e-KSF can also be used to identify for example, local and national competency skill gaps and facilitate the targeted use of learning and development budgets.
- » You can use reports on the e-KSF to quality assure and tighten up any loosely-defined work structures in ESR, such as manager/appraisal relationships and team structures.
- » Basic data on the e-KSF about competency achievements and gateway outcomes is transferred weekly to your ESR system. Pay gateway outcomes recorded in the e-KSF can be used to automatically inform your payroll department, using ESR, of any pay deferrals or reinstatements that are required.
- » **The e-KSF also includes a powerful tool for the bulk upload (via spreadsheet) of review/appraisal outcomes, which you can use even if you're not currently using the rest of the e-KSF tool. This data can be automatically transferred over the link to ESR. So if you're currently struggling to record appraisal outcomes on ESR line-by-line, then the e-KSF and the bi-directional link with ESR can help!**

#### How you can access the benefits of the bi-directional link

Activation and maintenance of the link is a free of charge, straightforward process and we'll help you through the key steps. We agree with the central ESR team to activate the link in "batches" throughout the year and in 2011, the batch dates are as follows:

Batch Group	Link activation date (week commencing)	Confirmation needed from organisations to e-KSF account manager by (date)
X	30th May 2011	27th April 2011
Y	5th September 2011	3rd August 2011
Z	28th November 2011	26th October 2011

So if you are interested in activating this link between these two key systems for managing your staff data, please in the first instance contact your Regional e-KSF Account Manager or contact [info@think-associates.co.uk](mailto:info@think-associates.co.uk)