


UN2892 1 of 1 14 th APR 2020	Electronic Staff Record Programme USER NOTICE	
Title	AFC Average Pay element change for COVID-19 sickness absences	
Purpose	To advise all ESR Organisations on a change to the way the AFC Average Pay element calculates payments for sickness relating to COVID-19	
Intended Audience	All Payroll and HR Users	

SUBJECT

Information regarding a change to the way that the AFC Average Pay element calculates payments during sickness absence relating to COVID-19.

DETAIL

Further to UN2888, we are planning on making a change to the AFC Average Pay NHS element that will remove the restriction to calculate average pay during sickness for anyone earning above the £18,160 threshold. This will apply to sickness that has the COVID-19 reason recorded in the Related Reason field only.

PLEASE NOTE: This change is subject to successful development and testing and we aim to complete this so that the change can be applied to ESR in Release 45.2 over the weekend commencing 1st May 2020, so that no additional downtime is required.

ACTION REQUIRED

Users are advised to ensure that the Related Reason field is completed for COVID-19 sickness to enable the average payment to be calculated.

FURTHER INFORMATION

For staff who are self-isolating or bank staff, where payment is due for what would have been received such as enhancements etc. if they had been at work, a manual process will still apply as per the guidance in UN2888.

Consideration has been given to enable the functionality for these scenarios, however this would require a significant change to the system that would not be possible to deliver in the urgent timeframe that it is required.

Organisations that use the WTD elements will not be affected by these changes.

NEXT UPDATE

None

NOT PROTECTIVELY MARKED