



work · life · balance

presents...

# RosterPro®

The Complete Human Resource Management System

## Delivering flexible working practices for the Health Sector

The provision of flexible working arrangements for staff is one of the key weapons in the NHS's fight against the current recruitment and staff retention crisis. Creating a better work-life-balance is increasingly a personal goal for most employees; furthermore it is linked to legislative requirements under the European Working Time Directive.

Get it right and you have happier more motivated staff who do a better job than those struggling to manage their personal commitments alongside work. Result;

- Improved staff morale and performance
- Reduced levels of sickness and absence
- Improved levels of patient care

Increased flexibility and responsiveness however, demand an efficient human resource management solution.

HMT can help you deliver on your commitment to create an improved working environment for employees and improve your ability to plan and measure the effectiveness of your most valuable asset.



One pioneering NHS Trust in Birmingham is already reaping the rewards of improving the work-life-balance of its 1,100-strong nursing team.

The HR team at the Good Hope Hospital in Sutton Coldfield has seen a reduction in staff turnover from 14.4% to 9.3% following the introduction of **RosterPro®**.

Commenting on the success of the initiative Ken Hutchinson, HR Director of Good Hope Hospital, said: "We are delighted at the reduction in the turnover rate. The team, including nurses and management, worked closely with HMT Systems to develop a self-rostering system tailored to our needs. Now that **RosterPro®** is up and running the team are fully responsible for ensuring that the roster is complete and they themselves decide when they are working."

*Achieve your service level objectives...*

*...whilst improving the Work-Life-Balance*

*Get more from existing staff resources*

Reduced agency staff costs

*Improve management control*

The ability to plan ahead, monitor sickness and absence and be WTD compliant

*Remove paperwork and reduce clerical effort*

Automated time sheet production with electronic sign off, direct payroll links and ESR interface

*Save management time*

Automated rostering and reporting saving days of management time, with many paper processes removed completely

*Improve clinical management*

Facilitation of consistent/safe working practises by improved matching of staff/skill mix to delivery of care

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*Designed with the direct input of nursing  
and ambulance service managers*

*Prestigious NHS and H&SE awards for  
meeting work-life-balance requirements,  
stress reduction and reduction in  
absenteeism and staff turnover*

## *the market-leading self rostering system*

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## RosterPro<sup>®</sup>

**R - Roster** – a web based facility for staff to self-roster, i.e. to input shift and planned absence requests and update their availability to work extra hours. R-Roster is a convenient means of staff 'self service' to finalise rosters and other personal information such as outstanding leave and days in lieu.

**R - Manage** – incorporates user definable parameters for automated rules-based roster production and an alert mechanism for shortages. Includes time and attendance recording, maintenance of staff demographics, training history and contractual information.

**R - Report** – powerful reporting tool for analysis of hours worked, staff request satisfaction levels, sickness and absence and other data.

**R - Train** – management of all aspects of staff training, resources and scheduling. Can be used stand-alone or where integrated with R-Roster, training details are updated directly to the roster and to the training records for that individual.

**R - Link** – interface available for direct transfer of time and attendance data to payroll and HR systems. An interface is available to the NHS Electronic Staff Record system (ESR).

**R - Bank** – designed to work stand-alone or as part of an integrated RosterPro<sup>®</sup> system, this module provides a comprehensive temporary staffing solution. Using a Web based interface, managers can register when and where they need extra staff, and staff can record when they are available to work extra hours. A full analysis facility is available for monitoring levels of utilization of bank and agency staff, filled and unfilled shifts and the overall cost of temporary staff.

**R - Monitor** – maintains a full record of sickness and absence for all staff. This includes the recording of the reasons for absence that enable managers to track and analyse sickness in a proactive manner.

**R - Plan** – provides the ability to produce indicative costs for all substantive members of staff and external temporary staffing agencies. A 'what if' modeling facility is available for managers to calculate future roster costs based on different rates of pay and other definable parameters.

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