

+us

Contingent Workforce System (CWS)

AVAILABLE REPORTING



There is a variety of reporting available to you, some of which you can assess whenever you need it (this is also known as the tableau reporting suite). To access reports on demand you'll need to log into CWS.

The available reporting covers the actual cost of Plus Us Medical Care Services Ltd (PUMCSL) employed Direct Engagement Workers and Non-Direct Engagement Workers. For On Payroll DE workers the reporting currently shows Total booked at cost which is a forecast of the overall worker cost and is dependent on individual worker liabilities. The actual cost will never be more than this figure.

Once you have logged in to CWS the home page provides you with a row of tabs, the 2nd one from the right is named Reports.

By clicking into this tab you can select any of the following reports

AD HOC

If your trust has requested any bespoke reporting those reports will be shown here.

Guidance on how to request additional reporting is contained within your Trust Pack along with the process for review of the request, timescales and costs (if/where applicable).

FINANCIAL

EXECUTIVE SUMMARY

- Spend by Direct Engagement & Non-Direct Engagement
- +Us Fee by Direct Engagement & Non-Direct Engagement
- Total savings
- Missed savings (this relates to any workers recorded within CWS that have an employment type of Non-Direct Engagement. These are workers processed in CWS that a trust is not making a saving on and is therefore recorded as a missed saving)
- Direct Engagement & Non-Direct Engagement throughput by month

DEPARTMENTAL SUMMARY SHOWS YOU:

- Total Direct Engagement & Non-Direct Engagement throughput
- Direct Engagement & Non-Direct Engagement throughput by departments name

DIVISIONAL SUMMARY SHOWS YOU:

- Total Direct Engagement & Non-Direct Engagement throughput
- Direct Engagement & Non-Direct Engagement throughput by division

SAVINGS SUMMARY SHOWS YOU:

- Direct Engagement Savings & Non-Direct Engagement missed savings
- Direct Engagement Savings & Non-Direct Engagement missed savings by department

AGENCY COMMISSION ANALYSIS SHOWS YOU:

- Total agency commission and % of agency commission
- Total agency commission and % of agency commission by department
- Total agency commission by grade

HIGHEST PAID AGENCIES SHOWS YOU:

- Agency Total Charge, Number of shifts and overall agency percentage
- Top 10 locums with highest overall agency percentage
- Top 10 locums with highest agency total charge

AGENCY PERCENTAGE ANALYSIS SHOWS YOU:

- Overall agency percentage by agency
- Shows NHSi agency commission allowance

ACCRUALS REPORT SHOWS YOU:

- Total booked future shifts
- Total booked shifts not invoiced
- Total estimated future timesheet cost
- Total estimated historic timesheet cost
- Total booked not invoiced shifts by department and timesheet estimated cost

OPERATIONAL

FILLED SHIFTS SHOWS YOU:

- Total filled shifts
- Percentage of filled shifts
- Filled shifts & percentage of filled shifts by department
- Departments with high percentage filled with a minimum of 70%
- Filled shifts by grade

UNFILLED SHIFTS SHOWS YOU:

- Total unfilled shifts
- Percentage of unfilled shifts
- Unfilled shifts & percentage of unfilled shifts by department
- Departments with high percentage unfilled with a minimum of 70%
- Unfilled shifts by grade

DIRECT ENGAGEMENT V NON-DIRECT ENGAGEMENT SHOWS YOU:

- Total Direct Engagement shifts
- Total Non-Direct Engagement shifts
- Direct & Non-Direct engagement filled shifts by department

AGENCY ANALYSIS SHOWS YOU:

- Direct Engagement & Non-Direct Engagement filled shifts by agency
- Agency filled shift by department
- Agency filled shift by grade

SHIFT BREACH SHOWS YOU:

- Breaching shifts by department & NHSi grade
- Social & unsocial breached shifts
- Filled social shifts by breach caps
- Filled unsocial shifts by breach caps

WEEKLY REPORTING

NHSI REPORT SHOWS YOU:

- Shifts off framework and above price cap OR shifts where the charge for the worker is £100 per hour or over OR shifts where the worker charge is 50% or higher above the price cap.

- Ten highest cost agency workers who worked that week & ten longest serving agency workers who worked that week.
- Bank shifts worked where the worker was paid over £100 per hour OR extra duty payments over £120 per hour.
- Total agency shifts and the number of shifts that are price cap only.
- Total number of shifts requested

RECONCILIATION REPORT SHOWS YOU:

- The summary and invoice data for the week for your trust.

MONTHLY REPORTING

P32 REPORT SHOWS YOU:

A summary of the liabilities that are due to HMRC for that tax month, including Tax, NI, Student Loan and the Apprenticeship Levy.

And finally, +Us provides Pension reporting on a monthly basis directly to you by the +Us Client Relations Team.

JOINER REPORT SHOWS YOU:

This contains details of all the new workers who have joined the NHS Pension. This report is provided on the 10th of each month, containing data for the previous month. The details from this report should be entered onto Pensions On Line (POL) by the trust (ideally by the 19th of each month)

LEAVER REPORT

This contains details of all the workers who have opted out of the NHS Pension. This report is provided on the 10th of each month, containing data for the previous month. The details from this report should be entered onto Pensions On Line (POL) by the trust (ideally by the 19th of each month)

CONTRIBUTIONS REPORT

This contains details of all contributions taken for workers in the NHS Pension and should be used by the trust to make those payments to the Pension Fund on a monthly basis to the pensions provider.

