



# Person Record

AWR view on the person record shows each AWR Role - combination of Legal Entity and Job Title (with Grade & Specialisation if used). An AWR Role is created when a placement is made of a first shift entered for a vacancy.

The screenshot shows a web interface with a light green header bar containing three buttons: 'port', 'Show Weekly Details', and 'Link Role'. Below the header is a table with two columns: 'Job Title' and 'Override'. The table has a grey header row and a large green body area. A small white square is visible in the bottom right corner of the green area.

- \* As Timesheets or Other Agency Work are added the total number of weeks shows.
- \* When the Gap reaches 6 then Qualification is broken and Weeks returns to 0.
- \* Where Roles are linked there will be a tick to show the Role is multiple.

## Link Role Button

If the roles performed are essentially the same and for the same legal entity the placements will need to be linked. If a timesheet is made against any of the linked roles it will count towards the qualification period for all. This can be done using the Link Role button here. Ensure the correct AWR Role is selected.

## Show Weekly Details

This will display a form to show how the qualification is progressing.



| McConnell as awr at AWR LEA EE School re                                          |  |                   |
|-----------------------------------------------------------------------------------|--|-------------------|
|  |  |                   |
| Reason                                                                            |  | Notes             |
| Sick                                                                              |  |                   |
| Other Agency                                                                      |  | Other Agency - se |
| Other Agency                                                                      |  | test 16/11/11 15: |
| Timesheet                                                                         |  | V2612 - 17/10/1   |

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