RAPID Project Newsletter
Roster & Payroll Interface Design

Project Update

Planning has commenced for the implementation of RosterOn in the pilot group. The pilot group includes 3 South, 4 North, Environmental Services, Payroll, Human Resources, IT, Patient Flow Coordinators, Central Allocations Admin Team and the RAPID Project Team. The project team has also started planning for the Junior Medical Workforce implementation.

The implementation schedule is available on the project webpage which can be accessed from the quick link key on the BHS Intranet home page or via http://bhsnet/rostering-project.

Employee Benefits Expo

The RAPID Project Team will be at the BHS Employee Benefits Expo on **Thursday 17th September** in the BH Cafeteria. We will be available for staff to ask questions about the project and have a sneak peek at the system.

We'll also have a finger scan enroller for staff who want to get in early and be registered for the scanning devices.

Project resources, including the schedule, FAQ sheets, newsletters, etc. will be available for staff.

The team is looking forward to meeting with staff to talk about how the RosterOn system will benefit them.

COMING SOON

A Rostering Scanning Device will be located here

Have you been paying attention?
Congratulations to Peter Charles on winning the project quiz

Staff Training

General computer training sessions have been organised for staff who want to develop their skills before they attend RosterOn training. Sessions have started for the pilot group, but staff can register their interest in attending future sessions by contacting Erin Penny on 98988 or via erinp@bhs.org.au.

Frequent Question No1

Q: Can I continue to work flexible hours as negotiated with my manager?

A: Yes. RosterOn can be configured to handle flexibility as well as structured shifts. The system doesn't change the working arrangements currently in place.

Project Quiz

Congratulations to **Peter Charles** from the Statewide Equipment Program on winning the RAPID Project Quiz and scoring two movie tickets. Peter has obviously been paying attention and got all 8 quiz questions correct. Thank you to the 80 or so people who participated in the quiz. For those who weren't sure, the answers are below.

1. What rostering product is BHS implementing?   *RosterOn*
2. How long is the project implementation expected to take? *18 months*
3. What is the main method being used to capture shift start and finish times? *Finger scanning*
4. Which BHS departments/services will be involved in the RAPID project? *All BHS departments/services*
5. What system will the rostering program be linked to? *BHS payroll*
6. How many finger scanning devices will be located across BHS sites? *40-60*
7. When do I need to use the finger scanning device? *Start/end of each shift (swiping for breaks is not required)*
8. Which device do I need to scan OFF at? *Any device (although it's recommended that swiping is done at the device closest to the workplace).*

Project Team

Janine Carter
janinec@bhs.org.au   0417 513 641
Amy Everard
amyev@bhs.org.au   Ext 94804
Greg Parker
gregp@bhs.org.au   Ext 94804
Contact us if you'd like to discuss the project or to schedule a staff briefing session.