



Placement

The Placement screen now has two new views - AWR Role and AWR Linked Placements - providing that for the placement;

- The Company AWR state is either Not Known or AWR Applies, and
- The Temp is not set in Payroll with an AWR Exemption Reason.

The AWR information is inherited from the Vacancy when the AWR Role is created. If any of the AWR information needs to be changed it must be done on the placement as once the placement is created, changes to the vacancy will not flow through.

If the roles of two or more placements are essentially the same and for the same legal entity the placements will need to be linked.

Expand		Placement		Other Agency Work		Report		Show Weekly Details			
	Linked	AWR Status	Company			Job Title		Weeks	Gap	Holidays	Grade
▶	☐	AWR Appli...	AWR	Applies		Secretary		3	5		
▶	☐	AWR Appli...	AWR	Applies		Secretary		0	7		

To link them from the placement, go to the **AWR Linked Placements** view.



Details	Applicant	Kevin Drummond	Start Date	12/09/2011
Split	Company	AWR Applies, James Scott	Leave Date	06/11/2011
Contact Events	Job Title	Secretary	Department	Industrial
Rates	Client Department		Consultant	VHS
AWR Role	PO Number		Our Ref.	3243
	Contract		Concurrent or Shifts	☐
	Placement Date	18/10/2011	Days per Week	5
AWR Linked Placements	Expand			
Timesheets	Linked	Company	Job Title	Start
Account Code	☒	AWR Applies	Secretary	10/10/2011

The placement shows you what OTHER placements are available for linking. Tick those that need to be linked to the main (open) placements. *If the Company AWR information is blank, no others will show as available for linking.*

After Save & Refresh, the Person AWR will now show ONE line for the linked roles and a tick in Linked

Expand	Placement	Other Agency Work	Report	Show Weekly Details			
Linked	AW/R Status	Company	Job Title	Weeks	Gap	Holidays	Grade
☒	AW/R Appli...	AW/R Applies	Secretary	4	5		

2.21.8+ Where placements already exist and have been linked through an LE Code, the Primary record will be displayed with the Y, those that are linked will be N, making it easier to identify the one they are linked to.

Previously it was difficult to identify the placement that is the master, that links them all together.

Temp Placement of Brian Baker as Cook at Holland Park School

Vacancy Reports Delete Withdraw Help

Details	Applicant	Brian Baker	Add Extension	
Split	Company	Holland Park School, Alan Smith	Start Date	24/07/2012
Contact Events	Job Title	Cook	Leave Date	06/08/2013
Rates	Client Department		Department	Events
AWR Role	PO Number	KJ	Consultant	VHS
AWR Linked Placements	Contract		Our Ref.	3322
Shifts	Placement Date	23/05/2013	Concurrent or Shifts	☒
Timesheets	Override Invoice Layout		Override IR35	☐
Accounts			Days per Week	5
Staged Invoices			Work Pattern	
Questionnaire	Expand Filter If exists Primary = Y expand and link from there			
Notes	Linked	Primary	Company	Job Title
Contacts	☒	Y	Hale & Dorr	Silver Service 2
Documents	☒	N	Hale & Dorr	Silver Service 3
Location Map	☒	N	Hale & Dorr	Silver Service 4
Directions	☒	N	Hale & Dorr	Silver Service 5
Vacancy Roles				Start
				End

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