EXCEPTION REPORTING

Overview Guide

Overview of Exception Reporting

- Web based application that works across desktop, tablet & smartphone

- Allow doctors to submit exception reports and view updates on previously submitted reports

- Allows Educational/Clinical supervisors to review and action reports

- Provides guardians and DMEs with visibility of exceptions across their organisation

Log-in details

- Log-in details will be sent by email
  - From no-reply@skillsforhealth.org.uk
  - Subject: Your Doctors Rostering System (DRS) log-in details
- If you don't receive your log-in please check your spam/junk folder
- You can log-in to the site at https://drs.realtimerostering.uk
- Forgotten password facility available
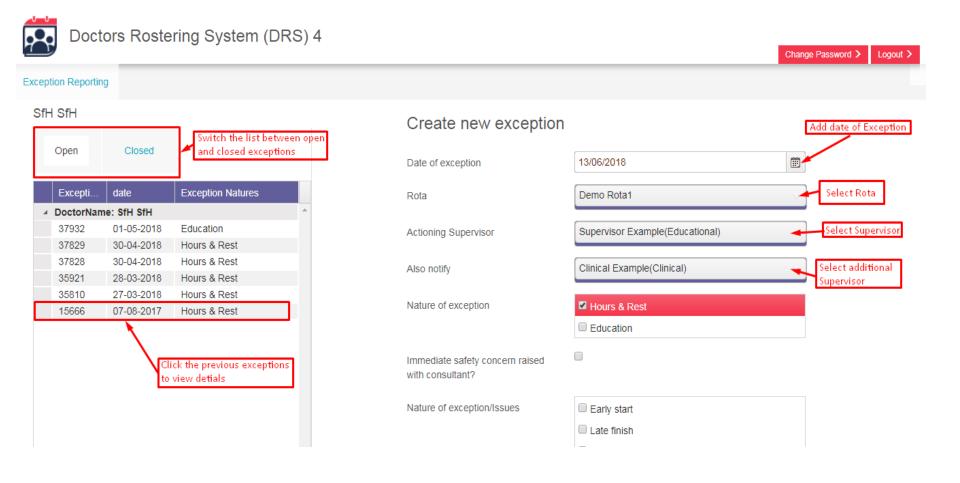
DOCTOR INTERFACE

Doctor Interface

- Through the doctor interface you can:

  - Create and submit new exceptions related to hours/rest & education issues

  - View the status of previously submitted exceptions

  - View any comments added by supervisors and others

  - Add comments to existing exceptions
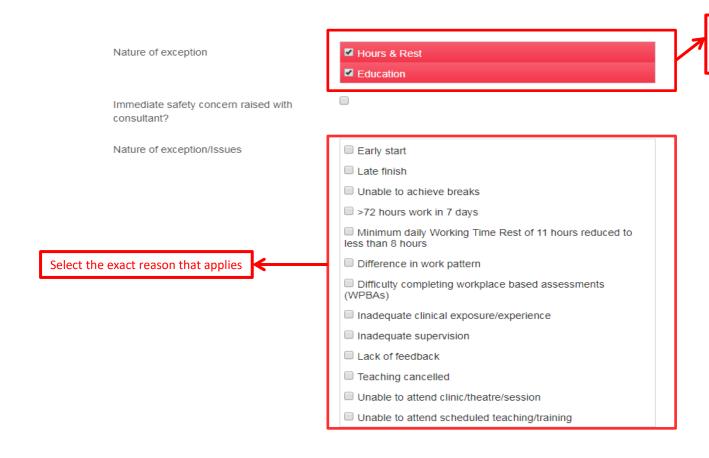
  - Add agreement to outcome of exceptions

Doctor Interface

Doctor Interface

Nature of exception

☑ Hours & Rest
☑ Education

Select the nature of the exception as either or both

Immediate safety concern raised with consultant?

☐

Nature of exception/Issues

☐ Early start
☐ Late finish
☐ Unable to achieve breaks
☐ >72 hours work in 7 days
☐ Minimum daily Working Time Rest of 11 hours reduced to less than 8 hours
☐ Difference in work pattern
☐ Difficulty completing workplace based assessments (WPBAs)
☐ Inadequate clinical exposure/experience
☐ Inadequate supervision
☐ Lack of feedback
☐ Teaching cancelled
☐ Unable to attend clinic/theatre/session
☐ Unable to attend scheduled teaching/training

Select the exact reason that applies

Doctor Interface

Additional hours worked in plain time (7:00-21:00)

`0`

Additional hours worked in night period (21:00-7:00)

`0`

If additional hours have been worked please enter exact number here to nearest 0.25 of an hour

Description of exception

Steps taken to resolve matters before escalation (if any)

Please enter as much detail as possible in these boxes to inform your Clinical/Educational supervisor