

# RotaBee

Your Off-Duty...online



Managing the Off-Duty is a pretty tough balancing act. Maintaining the right skill mix, while allowing for staff requests, study leave and holidays, is a difficult, costly and time-consuming task.

RotaBee offers you a new way to organise your Off-Duty, without installing any software or special equipment. Its secure, web-based interface will minimise the time you spend on administration.

And you don't need to be a computer whizz to use it, because friendly on-screen help is available at every step.

Organise your Off-Duty at any time, from any PC connected to the web - at work or at home.



RotaBee manages all details in one accessible - always up to date - location. RotaBee helps you as you create an efficient Off-Duty in half the time.



*When we designed RotaBee, we realised that we were up against a pretty tough opponent - the simple pencil and paper. After all, anyone can use a pencil and paper and there's no messing about with technology. But it takes a lo-o-o-ong time. So we set out to design a system that's as easy to use as your pencil and paper - it's just a lot quicker!*

## RotaBee works with you

RotaBee assists the ward manager in carrying out all the tasks associated with planning and administering the Off-Duty, **but in half the time**. Irrespective of whether you plan traditionally or self-roster, **RotaBee works with you** - the way you work now.

RotaBee provides **alerts** for mandatory and statutory skill renewals, PIN number expiry, appraisal dates and so on, to ensure none of them get missed.

It also delivers **accurate management information** at a glance, such as the use of bank and agency staff, over-deployment of HCAs, tracking of study days and leave... all the stuff you currently keep in several filing cabinets.

And RotaBee will produce all the **reports** you need, neatly printed and ready to be sent to your hospital's administrators.

You know how much time is lost doing the Off-Duty with pencil and paper, but that's just the start - what about sickness, training, holidays, reports...

## How does RotaBee work?

Easily! You begin by customising RotaBee to your requirements - defining your shifts, saying how many staff you need on each shift, setting up fixed shifts, and so on. Once this is done, it's done - and online help and tutorials assist you at every step.

Now creating the Off-Duty is as easy as 1-2-3:

- 1 Staff requests for the Off-Duty are held in RotaBee, where you can accept or decline them.
- 2 The Off-Duty rota is then completed around the accepted requests. RotaBee knows the required skill mix for the period, and clever "at-a-glance" features automatically alert you to under and over staffing and keep track of the total hours worked by each member of staff.
- 3 Once you've created your rota, you can edit it at any time, to allow for changes: staff sickness, shift swaps... any of the things that would normally make you scribble over your paper Off-Duty. And RotaBee will even help you to find available staff to cover these changes!

Finally, RotaBee remembers all the information you've put into the system, and offers reporting formats to cover every eventuality. No more totting up timesheets - a few clicks of your mouse, and RotaBee will produce your reports for you, leaving you to get on with your job.

- ✓ **NO** IT projects or red tape
- ✓ **NO** set-up charges
- ✓ **NO** hardware or software to buy, install or upgrade
- ✓ **NO** charges for upgrades
- ✓ **FREE** online support and training

### Get RotaBee

Join the ever-growing swarm of RotaBee users by contacting us on:

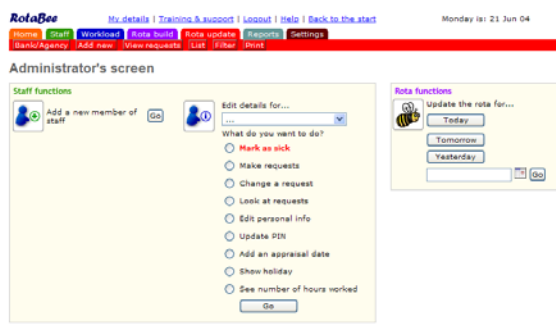
Tel: 020 8404 6704

Email: [info@rotabee.com](mailto:info@rotabee.com)

Web: [www.rotabee.com](http://www.rotabee.com)



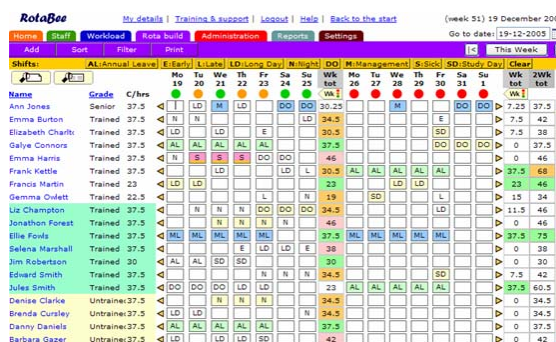
Friendly, helpful screens...



...guide you through...



...every detail...



...and on-screen features help you at every step

### Is RotaBee for you?

Our users include a whole range of medical, surgical and specialist wards, as well as:

- A & E
- ITU
- Maternity
- Midwifery
- DSU
- CCU
- Short stay
- Neo natal