

SINGLE LEAD EMPLOYER MOBILE APP

The App is accessible via a PowerApps or via SharePoint. The App provides you with:



- Use Microsoft forms to submit and report sickness/ parental leave / special leave / expenses applications.
- Access to OOP and LTFT information
- Contact information for the Single Lead Employer team/ payroll / expenses / HEIW / Health Boards
- Information on various employment relations, policies and the processes involved.
- Access to our Frequently Asked Questions
- Health Board information
- Training on a Sponsored Visa information

To access the App, you can download it to your device using the QR code, guidance on the next steps is provide in the user guide. Alternatively, if you wish to use SharePoint, the link is [Single Lead Employer - Trainee Hub \(sharepoint.com\)](https://sharepoint.com)

Note: You will need to also ensure you have Microsoft Edge downloaded to your device for all links to work. This will need to be synchronised to your NHS Wales account by following the steps on your device screen.



AP SYMUDOL UN CYFLOGWR ARWEINIOL

Mae'r Ap ar gael trwy PowerApps neu drwy SharePoint. Mae'r Ap yn darparu'r canlynol i chi:



- Defnyddiwch Microsoft forms i gyflwyno ac adrodd ar geisiadau salwch/absenoldeb rhiant/absenoldeb arbennig/treuliau.
- Mynediad at wybodaeth Treuliau Allan o'r Rhaglen (OOP) ac Hyfforddiant Llai nag Amser Llawn (LTFT)
- Gwybodaeth gyswllt ar gyfer y tîm Un Cyflogwr Arweiniol / cyflogres / treuliau/AaGIC/Byrddau Iechyd
- Gwybodaeth am amrywiol gysylltiadau cyflogaeth, polisiau a'r prosesau dan sylw.
- Mynediad at ein Cwestiynau Cyffredin
- Gwybodaeth gan y Bwrdd Iechyd
- Hyfforddiant ar wybodaeth Fisa Noddedig

I gael mynediad at yr Ap, gallwch ei lawrlwytho i'ch dyfais gan ddefnyddio'r cod QR. Mae arweiniad ar y camau nesaf yn y canllaw defnyddiwr. Fel arall, os dymunwch ddefnyddio SharePoint, y ddolen yw [Un Cyflogwr Arweiniol - Hyb Hyfforddeion \(sharepoint.com\)](https://sharepoint.com).

Noder: Bydd angen i chi hefyd sicrhau bod Microsoft Edge wedi'i lawrlwytho i'ch dyfais er mwyn i bob dolen weithio. Bydd angen cysoni hwn â'ch cyfrif GIG Cymru trwy ddilyn y camau ar sgrin eich dyfais.

