

# Fill your sessions faster with Lantum

Start posting sessions now

Lantum helps Practice Managers fill more sessions, faster. It also helps you grow your own bank of regular, highly-vetted locums. To help you start posting sessions and get the most from the platform we've put together these top tips...



#### Try to post sessions well in advance

Of course, there'll always be times when you need last-minute cover for a session. But as a general rule, having your rota organised and posting sessions to Lantum well in advance gives you the best chance of finding the right cover.



#### **Use Priority Access**

Lantum's Priority Access feature notifies all staff in your practice's bank of the sessions you post and gives them (you've guessed it) priority access. This means they have time to apply before the session is shared on the Lantum Marketplace. Not only is this more cost effective, it also allows you to prioritise the GPs you know and trust.



### **Respond quickly to applications**

Whenever you get an application for a session, you'll be notified by email. It's really important to respond to applications as fast as you're able to. Otherwise, you may find applicants withdraw as they've found work elsewhere.



#### **Use Instant Book**

You're able to give certain staff in your bank the ability to Instant Book. This means they can instantly book onto a session, without the need for you to review applications. This cuts down work for you and makes it super easy for them to plan out their schedule.



#### Be aware of typical application timelines

If you've been really organised and posted sessions months in advance, don't be disheartened if there aren't lots of applications immediately. Many GPs use Lantum's search filters to find opportunities within the next 2-4 weeks, so expect applications to pick up within that timeframe.



#### Withdraw sessions promptly

There's no cost to you if you need to withdraw a session. But try to do this as promptly as possible to let applicants know it's no longer available. This gives them time to find alternative work.

## Use the Lantum team to help

Lantum's team is on hand to help with everything from technical support to filling your sessions, for example by sending out email pushes on your behalf. Make sure you get in touch if you have any problems. Reach them on <a href="mailto:support@lantum.com">support@lantum.com</a>