

2016 CONTRACT

INFORMATION FOR DOCTORS IN TRAINING

Generic work schedule – this contains information generic to your post, including the parts of the relevant training curriculum that can be achieved in the post and the rota. You should receive this prior to starting in your post. If you have any questions on your work schedule please contact the relevant Medical HR team member (as below).

Personalised work schedule – you can expect to meet with your educational or clinical supervisor shortly after starting in post to personalise your work schedule for your individual training needs and objectives.

Your guardian of safe working hours is Dr Vanessa Fludder– bsuh.guardian@nhs.net

Their role is to be an independent senior person, who ensures that the safety aspects of the terms and conditions of the contract are being upheld, and intervenes where this is not the case.

The Director of Medical Education (DME) has a similar oversight of education and training.

What is an exception report and how do I raise one?

You can raise an exception report whenever you feel there is a significant and/or regular variance from your work schedule. This could be in terms of hours and rest, patterns of work, educational opportunities, or support available.

Exception reporting replaces monitoring as the mechanism for ensuring safe working patterns. Existing channels of communication, such as speaking to your supervisor, also remain in use. The guardian will have sight of all exception reports (or the Director of Medical Education for training issues).


The Trust has an Exception Reporting Policy that details the process and process:
<https://nww.bsuh.nhs.uk/working-here/human-resources/hr-policies/?p=2>

At BSUH NHS Trust we use Doctors Rostering System. To raise an exception report, you will need to go to <https://drs.realtimerostering.uk>.

You will receive an individual log in for the system when you start but please contact bsuh.DRS.compliance@nhs.net if you need any assistance.

What your payslip might look like

Your pay will be broken down in to various components that will make up your overall earnings, unless you are entitled to Schedule 14 Section 2 pay protection. In this case you will continue on your previous incremental pay scale, and receive a banding supplement, so your payslip will continue to look as it does now.

ASSIGNMENT NUMBER	EMPLOYEE NAME		LOCATION	
DEPARTMENT	JOB TITLE		PAYSCALE DESCRIPTION	
	SAL/WAGE xx,xxx.xx	INC DATE	STANDARD HRS 40	PT SAL/WAGE xx,xxx.xx
	TAX OFFICE NAME	TAX OFFICE REF	TAX CODE	NI NUMBER
PAY AND ALLOWANCES				
DESCRIPTION	WKD/EARNED	PAID/DUE	RATE	AMOUNT
Basic Pay	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	x,xxx.xx
Addn Roster Hours NP	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	xxx.xx
Night Duty 37%	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	xxx.xx
Weekend <1 in2 - 1 in 4	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	xxx.xx
On Call Availability	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	xxx.xx
Flex Pay 2016	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	xxx.xx
Cash Floor Protection NHS	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	<i>Relevant information on hours worked, rates of pay, and what is being paid this month</i>	xx.xx

Exception Report Payments will show on your payslip as: **Penalty Rate NR NP NHS**

Locum Work

If you intend to undertake hours of paid work as a locum, additional to the hours set out in your Work Schedule, you must initially offer such additional hours of work exclusively to the service of the NHS via our internal NHS Staff Locum Bank.

The requirement to offer such service is limited to work commensurate to your grade and competencies, rather than work at a lower grade than you are currently employed to work at.

You must inform us as your employer of your intention to undertake additional hours of locum work. You can carry out additional activity over and above the standard commitment set out in your work schedule up to a maximum average of 48 hours per week (or up to 56 hours per week, if you have opted out of the Working Time Regulations).

You have a professional responsibility for ensuring your total hours of work, including any work undertaken for any other employer, comply with the contractual and regulatory limits set out in Schedule 3 of the Terms and Conditions of Service for NHS Doctors and Dentists in Training (England) 2016*.

Please see the Locum Working Policy for further details: <https://nww.bsuh.nhs.uk/working-here/human-resources/hr-polices>

If you have any queries about your pay, work schedule or relocation expenses you should contact Medical HR in the first instance. Please find details of whom to contact below:

<p>Central Clinical Services</p> <p>Breast Services</p> <p>Haematology</p> <p>Histopathology</p> <p>Nuclear Medicine</p> <p>Oncology & Palliative Care</p> <p>Pathology</p> <p>Radiology</p> <p>Speciality Services</p> <p>Renal</p> <p>Cardiac Surgery</p> <p>Cardiology</p> <p>Neurosurgery</p> <p>Spinal Surgery</p> <p>Neurology</p> <p>Intensive Care Unit</p> <p>Woman's & Children's</p> <p>Neonates</p> <p>Paediatrics</p> <p>Paediatric Surgery</p> <p>Orthodontics</p>	<p>Surgery</p> <p>ENT</p> <p>Ophthalmology</p> <p>Oral and Maxillofacial Surgery</p> <p>Anaesthetics</p> <p>General Surgery</p> <p>GI Medicine</p> <p>Urology</p> <p>Trauma & Orthopaedics</p> <p>Pain Management</p> <p>Rheumatology</p> <p>Vascular Surgery</p> <p>Community Placement Trainees</p> <p>Trainees in GP Practice</p> <p>Trainees in Psychiatry</p>	<p>Medicine</p> <p>Emergency Medicine</p> <p>HEMS</p> <p>Acute Medicine</p> <p>Endocrinology</p> <p>Dermatology</p> <p>Elderly Medicine</p> <p>GUM/HIV</p> <p>Infectious Diseases</p> <p>Microbiology</p> <p>Respiratory</p> <p>Woman's & Children's</p> <p>Obstetrics & Gynaecology</p>
<p>01273 696955 ext 3158</p>	<p>01273 696955 ext 7745</p>	<p>01273 696955 ext 7746</p>