

Staff benefits

Employment benefits

Pension scheme

The scheme is an important and valuable staff benefit for people working in the NHS. As a member of the scheme you get an excellent package of pension benefits which are guaranteed by law to be there when you become entitled to them. There are a range of benefits (depending on which scheme you access) including:

- Voluntary Early Retirement (with reduction for early payment)
- Ill health retirement pension
- Partner/ survivor /children's pensions
- Lump sum payable on death
- Additional pension purchase options

You will receive tax relief on all pension contributions. In addition because the scheme is a contracted-out scheme you will pay National Insurance contributions at a lower rate than staff who are not in the NHS Pension Scheme. When you join the scheme you will receive life assurance cover of twice your annual pay from the day you join. For more information: <http://www.nhsbsa.nhs.uk/pensions> (NHS pensions page).

Annual leave

Annual leave entitlement is dependent upon your length of service in the NHS. Please refer to the table below. Please note that this is based upon full time working hours (37.5), annual leave entitlement for part time staff will be proportional based upon part time working hours (more on info-net). Staff can also apply for special leave and career breaks, as well as compassionate leave, should the need arise.

Length of NHS Service	Annual Leave plus Bank Holidays
On Appointment	27 + Bank Holidays
After 5 Years' service	29 + Bank Holidays
After 10 Years' service	33 + Bank Holidays

Family life

On Site Nurseries

We are aware that juggling a career and a family is never easy and are committed to supporting our staff that have caring responsibilities. With this in mind, we run two day nurseries for children from three months to school age. Our nurseries aim to provide a friendly and safe environment, where staff can feel confident that their child will be happy and secure, while they continue their career within the NHS.

Sussex House Nursery - Sussex House day nursery is situated on the ground floor of Sussex House in the Brighton site. Wendy House Nursery - Wendy House can be found on the Princess Royal Hospital site. Also, check out the childcare voucher and nursery fee salary sacrifice below.

Both nurseries care for children from 6 months to 5 years. The Nurseries recognise how important a child's early years are, thus ensuring through the support of highly skilled staff children are supported to reach their full potential.

Accommodation

The Trust offers single type accommodation with shared facilities - for a short term (subject to availability) close to the Royal Sussex County Hospital site. Please contact the Accommodation Office on: 01273 664477 / 01273664551 or accommodation@bsuh.nhs.uk for availability, options and advice.

The Accommodation Office also has a list of 'Private Accommodation to Let' the information on the list has been given by staff, members of the public and local landlords - who are keen to let to the Trusts' employees, any arrangements made would be private - between the person advertising and the staff member.

Finances and travel

Salary sacrifice schemes - The Trust offer a number of salary sacrifice schemes to help staff to help them with their childcare costs.

Childcare Vouchers and Nursery Fee Salary Sacrifice - If you have a child in a nursery, with a child minder, or you plan to use a school holiday play scheme in the summer, our childcare voucher scheme could help you with the costs. Childcare Vouchers are a salary sacrifice scheme where you elect to take vouchers as part of your salary instead of cash and you will not be liable for Tax or National Insurance on that amount. The Trust also offers an alternative salary sacrifice scheme for payment of nursery fees at the In-house Trust Nurseries.

Car Lease Salary Sacrifice Scheme - The Trust has introduced a Car Lease salary sacrifice Scheme, which is open to all staff who have been working for BSUH for 6 months and above. The scheme is designed to allow staff access to a car of their choice at a very attractive price, at the same time as having the opportunity to make savings on the benefit through salary sacrifice. It provides staff with a new car for family or business use that is fully taxed, insured and maintained. If you decide you would like to go ahead you can request any number of quotations by visiting the Fleet Solutions website www.nhsfleetsolutions.co.uk using the VPD number 379 or you can call them on Tel 08448 118 228

Bus Pass Salary Sacrifice Scheme - We have an annual scheme for Brighton and Hove Bus Travel where the company have agreed to sell us an annual bus pass over 12 monthly instalments which can be paid for by the staff member in a salary sacrifice scheme. The Brighton and Hove buses cover a large area from Shoreham-By-Sea to Steyning, Tunbridge Wells to Eastbourne.

Cycle to Work Scheme - The scheme is part of the Government's Green Travel Plan, to encourage employees to ride a bicycle to work and aid in reducing congestion and environmental pollution. This scheme provides an opportunity for staff to receive a new bike paying through 12 monthly salary sacrifice payments.

NHS Discounts - As a valued employee of BSUH you can register to save money with hundreds of well-known brands and retailers. Visit www.mytrustbenefits.co.uk to save on travel, groceries, entertainment, eating out, fashion, beauty, motoring, accommodation and much, much more. Register at: www.mytrustbenefits.co.uk

Local Discounts - As an NHS employee there are various discounts open to you at local gyms including David Lloyd and Impulse Gyms, these include reduced rate gym membership. You will need to provide evidence that you work for BSUH, such as a payslip or identity badge when you register. See the staff handbook for more details.

Find further details of all our staff benefits and more by going to the 'Wellbeing' tab on our Staff Info-net or by clicking on the link: <https://nww.bsuh.nhs.uk/staff-room/your-bsuh/>

Staff Support Networks

Connections – The staff support service – The Connections team provide an impartial and confidential point of contact for you to discuss concerns that may be affecting you at work. The Connections Team will listen to your concerns and help you to find the right advice, information or help that you might need. Where appropriate, we will also put you in touch with the other support services available within the Trust.

LGBT Forum - The LGBT Forum provides a safe space for staff to network and address LGBT issues within the Trust. The Forum works in partnership with the local health community and various other organisations. The Trust values the LGBT Forum as a positive channel for consultation and advice on a wide range of issues relating to employment and service delivery. The Trust supports the Forum as a way of encouraging LGBT people to come together to share common experiences and concerns, and to provide mutual support and assistance.

BME Network - The Trust's independent BME Network plays a pivotal role in challenging organisational practices and procedures, to ensure we deliver race equality for BME staff, BME patients and BME clients. The Chief Executive and Executive Team are committed to working with the BME Network to promote race equality in our hospitals for the benefit of staff and patients

Trade Unions - The Trust recognises and has developed a positive working relationship with a number of trade unions, staff organisations and professional bodies. The Trust Council provides a forum for discussion, negotiation and consultation on matters relating to policies, procedures and terms and conditions. The group meets on a monthly basis and reflects partnership working between management and trade unions.

Chaplaincy - The Chaplains are a team of full-time and part-time staff who represent the major faiths and denominations. They are available to listen and talk to patients, relatives and staff about their concerns or questions about spiritual, religious or belief matters. The chaplaincy team regards 'spiritual' as anything that gives our lives meaning which may or may not include a specific reference to God.

Staff development

Training - BSUH is committed to offering development and learning opportunities for all full-time and part-time staff. You will have access to extra training and be given opportunities to progress within the



organisation. You will receive an annual personal development review and development plan to support your career progression.

Library - The libraries on both sites are available to all Trust staff. A range of services and resources are offered. The library's main stock consists of books and journals that support study, research and patient care.

Support if you need it

Occupational Health

Occupational health (OH) is concerned with the effect of work on health and making sure employees are fit for the work they do. OH nurse specialists are fully qualified nurse practitioners holding additional specialist Occupational Health qualifications (OHNAs). The BSUH OH team is based at RSCH and consists of specialist nurse practitioners/advisors, an OH physiotherapist, manual handling trainers, and practice nurses. Occupational Health services include:

- Fitness for work assessments and advice on adjustments
- Ergonomic workstation/work place assessment
- Health surveillance
- Health screening prior to commencement of employment
- Vaccines and testing
- Physiotherapy
- Manual handling
- Advice following accidents at work including sharps/splash injury assessment and advice

HELP Service

The Health Employee Learning and Psychotherapy (HELP) service provides staff with confidential support, counselling and psychotherapy for a range of issues. Sometimes work related- from stress management to relational issues, employment difficulties or following critical/ traumatic events, to personal issues that may be affecting the individual. HELP can also provide staff and management services and resources for managers which include:

- Education and conferences on stress management/coping strategies
- De-briefing support following critical incidents
- Counselling and psychotherapy – for work and personal difficulties
- Support following stressful or traumatic events
- Mediation and workshops on stress management for teams/depts.
- How to recognise early signs of stress/burnout

The HELP service also provides specialist Eye, Movement, Desensitisation and Reprocessing (EMDR) trauma therapy- in relation to trauma and its impact on staff well-being.

Health and Wellbeing

Flexible working opportunities

The Trust fully supports flexible working and both staff and managers are actively encouraged to consider compressed hours, 9-day fortnights, annualised hours, term time/holiday time working and job shares. Staff are encouraged to talk to their Manager in the first instance.

Swimming pools

The pool at the Princess Royal has been refurbished and is open for all for public swimming, lessons for children, adult and baby, adult and toddler, aqua-fit and training sessions. Enquiries should be made to swimming@princessroyalpool.com or 07772 819002.

The Brighton Swimming Centre (formally St Marys Hall) now boasts a programme of children's and adult swimming lessons and is regularly utilized by local schools; community groups; the UK's oldest swimming club; a Muslim swimming group. The pool also holds sessions exclusively for NHS staff. Enquiries should be made to www.brightonswimmingcentre.com or ring 01273 343400

No smoking

The Trust is a no smoking employer and smoking is not permitted on Trust premises. This is fundamental to the Trust's desire to set an exemplary health promotion example as a health care organisation, and the Trust employs a Smoking Cessation Support Manager. Please visit <https://www.bsuh.nhs.uk/clinical/teams-and-departments/smoking-cessation/>

Restaurants

There are a wide selection of in-house restaurants and coffee bars offering a wide range of meals and snacks at discounted rates upon presentation of your **NHS Identification card**.