

## Doctors FAQs

Please note that if you are currently a Doctor working through the Lead Employer Trust Model, you will need to register with NHS Professionals in order to continue working post the 1st April 2021. Please contact [northwestdoctorsteam@nhsprofessionals.nhs.uk](mailto:northwestdoctorsteam@nhsprofessionals.nhs.uk) who will advise on the process to join the NHSP Bank.

### **1. What is happening at North Manchester General Hospital?**

On 1<sup>st</sup> April 2021, Manchester University NHS Foundation Trust (MFT) will formally acquire the North Manchester General Hospital (NMGH) services.

### **2. What is happening at Salford Royal NHS Foundation Trust?**

By September 2021, Salford Royal NHS Foundation Trust will legally acquire the Bury, Rochdale, and Oldham sites and services of The Pennine Acute Hospitals NHS Trust (PAT), as part of the Northern Care Alliance NHS Group (NCA). Pennine Acute Hospitals NHS Trust (PAT) will formally be dissolved as an NHS trust and on this date the name of the group will formally change to the Northern Care Alliance NHS Foundation Trust (NCA).

### **3. I work NHSP bank shifts at North Manchester General Hospital, will I still be able to pick up shifts after 1<sup>st</sup> April 2021?**

If you have previously worked at NMGH and other sites within Pennine and Salford, you will continue to have access to all sites (North Manchester, Oldham, Fairfield, Rochdale) to pick up shifts through a Bankshare arrangement.

The intention is to allow Drs to work across sites as they have previously worked.

### **4. Will my jobs / shifts still be on the system?**

Yes, NHSP Doctors Direct will be migrating shifts onto your new NHSP: *Connect* profile therefore this will remain unchanged. You will receive a log-in prior to the 1<sup>st</sup> April to access your new NHSP: *Connect* profile.

### **5. Will my pay change?**

The Doctors pay rates currently in place at NMGH AND PAT will remain the same after the 1<sup>st</sup> April 2021 until further notice.

### **6. What will happen to my shifts booked from 1<sup>st</sup> April 2021?**

NHSP Doctors Direct will be migrating across all booked shifts to be worked from 1<sup>st</sup> April 2021 on to the appropriate Trust, so you will still be able to see your booked shifts in NHSP: *Connect* under MFT.

### **7. Will it affect my timesheets?**

No, your timesheets will remain unaffected. All shifts worked up to and including the 31<sup>st</sup> March 2021 will be completed on the Pennine account. From 1<sup>st</sup> April 2021, they will be on the MFT profile and you will claim your timesheets in the usual way.

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## 8. Who is my local team?

Contact details for your local NHSP Doctors Direct team can be found below:

northwestdoctorsteam@nhsprofessionals.nhs.uk

## 9. What incentives are there?

All Trust led incentives managed by NHSP Doctors Direct will be available to view on the local Trust Intranet.

## 10. Will my long-term placement be safe?

Yes, NHSP Doctors Direct will transfer all booked shifts, therefore you do not need to do anything further.

## 11. Who do I work for now?

For any bank shifts, you will remain an NHSP Doctors Direct bank member and will be able to access shifts at your relevant client Trust/Trusts depending on your employment status.

## Trust Users FAQs (Shift bookers/timesheet authorisers)

### 1. I use NHSP:Connect to book Doctors jobs, will there be any changes for me?

From 1<sup>st</sup> April, you will continue to use the NHSP:Connect system, however in the coming weeks we will issue you with new login details that will provide access to your existing departments / directorates within the new Trust structures.

If you are a timesheet approver, as part of the preparation for your new system access, it is important that you authorise any timesheets for your bank doctors in a timely manner to ensure there are none outstanding at the point of transition.

### 2. What if I don't authorise all the timesheets in my old account?

If you do not authorise all of the timesheets through your existing NHSP:Connect login, Doctors will experience a delay in payment for the shifts that they have worked, as there will need to be a manual reconciliation of the timesheets. To avoid this, please ensure that you authorise any timesheets in a timely manner to ensure there are none outstanding at the point of transition.

### 3. Will my jobs still be on the NHSP:Connect system?

Yes, NHSP will be migrating shifts onto your new NHSP:Connect profile therefore this will remain unchanged.

### 4. Who is my local team?

Contact details for your local NHSP team can be found below:

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## 5. Will I still be able to use my regular NHSP Doctors Direct bank workers?

If you have previously used a Doctor at NMGH then they will still be available for you to book.

## Doctors Working through Direct Engagement

### 1. Will I need to accept new DE T&C's?

Yes, you will need to accept new T&C's before you can claim any timesheets. You will receive an email notification via NHSP: *Connect* once these are ready for you to review and accept as you did with prior bookings.

## Pension

For Doctors working through Direct Engagement, please be aware, as this is a new payroll, MFT is required to auto-enrol all individuals into a workplace pension. If you do not wish to remain in the pension scheme, you will need to complete the following forms **after** you have been enrolled:

-SD502 (opt out form)

-RF12 (refund form)

Both forms can be found on the NHS Business Services Authority website and we would recommend you read through the information on there before completing and sending the form to [directengagement@nhsprofessionals.nhs.uk](mailto:directengagement@nhsprofessionals.nhs.uk). Forms dated prior to enrolment will not be accepted and will need to be amended and re-sent.

If you require further support from NHSP, please get in touch with your dedicated Placement Consultant or the Doctors Direct Team on 0333 014 3652 or [doctorsplacement@nhsprofessionals.nhs.uk](mailto:doctorsplacement@nhsprofessionals.nhs.uk).

## Agencies Supplying Doctors

### 1. How do you gain access to NHSP: *Connect*?

If your agency already supplies via this system, your existing logins will be updated to include the newly merged Trust.

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## **2. How do you gain access to NHSP:Connect?**

You may already have logins for NHSP:Connect if you supply for the Doctors staff group, but you will need additional logins for the new staff groups you supply to. During the implementation, your agency will be emailed, and a request will be issued for you to supply the contact details of who requires logins within your agency.

## **3. What if you have a self-bill agreement for the Trust?**

Due to the merger of Trusts a new name/entity will be created. When this happens, you will be required to submit a new self-bill agreement.

## **4. Are you moving to a new system?**

You will need to ensure you have uploaded your worker profiles to the systems if you are now booking them on a new platform.

## **5. Will Doctors need to accept new DE T&C's?**

Yes, Doctors will need to accept new T&C's before the agency can claim any timesheets. Doctors will receive an email notification via NHSP:Connect once these are ready for them to review and accept as they did with prior bookings.

## **6. Do you need support or training?**

If you have any questions regarding the systems or need training, please contact [agencies@nhsprofessionals.nhs.uk](mailto:agencies@nhsprofessionals.nhs.uk) to arrange.

