

Dear <<Trust User>>,

As previously communicated, on **Thursday 1st April 2021**, **Manchester University NHS Foundation Trust (MFT)** will formally acquire the **North Manchester General Hospital (NMGH)** site and services from The Pennine Acute Hospitals NHS Trust (PAT).

We are now getting in touch again to remind you of next steps for those responsible for using [Our:Bank](#) at the Trust.

Releasing Timesheets

So that the transitional process takes place smoothly, please ensure that all timesheets for shifts worked at [PAT](#) are released by **Wednesday 24th March** for payment on **Thursday 1st April** and released by **Saturday 3rd April** for payment on **Friday 9th April**.

System Changes & Next Steps

Your secondary login for MFT was issued on **Monday 8th March 2021**.

All shifts dated beyond Thursday 1st April 2021 should be created using your secondary login. For shifts dated up to 31st March 2021, please use your existing PAT user login.

We are here to support you during the transaction. Therefore, we (NHSP) have moved all existing bookings on your behalf.

Please be aware that bank members are being advised to continue using [My:Bank](#) as normal. The integration will have no impact on their ability to book and work shifts across the Trusts though membership changes may be required for substantive staff.

From 1st April onwards you will be unable to book retrospective shifts yourself, this is line with MFT operating processes. Please ensure that any retrospective shifts against PAT are processed by 31st March 2021.

MFT will automatically be updated on all systems once the transaction takes place.

Where can you find out more?

To keep up to date with the latest communications and updates or to access frequently asked questions (FAQs), please visit our dedicated support page [PAT Transactions \(nhsprofessionals.nhs.uk\)](https://nhsprofessionals.nhs.uk/PAT-Transactions).

You can also find further information [here](#).

Thank you for your support while we implement these changes. If you require further support from NHSP, please do not hesitate to contact your local NHSP Team using the details below:

NMGH@nhsprofessionals.nhs.uk or Office: 0333 014 4288

Kind Regards,

NHS Professionals