

Pay Circular (M&D) 2/2005

14 March 2005

To: All NHS Managers
Department of Health
Local Authority Social Services Departments

Dear Colleague,

FEES AND ALLOWANCES PAYABLE TO DOCTORS FOR SESSIONAL WORK IN THE COMMUNITY HEALTH SERVICES, MEDICAL SERVICES TO LOCAL AUTHORITIES (UNDER COLLABORATIVE ARRANGEMENTS), MEDICAL EXAMINATIONS OF PROSPECTIVE NATIONAL HEALTH SERVICE EMPLOYEES, AND NOTIFICATION OF INFECTIOUS DISEASES AND FOOD POISONING.

1. With the establishment of NHS Employers the responsibility to inform the NHS and relevant bodies of uplifts in fees and allowances payable to doctors for sessional work in the community health services, medical services to local authorities (under collaborative arrangements), medical examinations of prospective national health service employees, and notification of infectious diseases and food poisoning now lies with NHS Employers rather than the Department of Health. This information will therefore no longer appear in Advance Letters (Medical and Dental) but instead will be included in new NHS Employers Pay Circulars (M&D).
2. This information is being provided to the NHS and other relevant bodies in a formal communication similar in style to that previously provided by the Department of Health. Whilst we believe this appropriate for this detailed information, NHS Employers is keen to ensure that it is providing the service local NHS Organisations want. Comments and suggestions about additional or alternative information that could be provided to you regarding the pay awards/rates would be welcome.

Background

3. Section 26-28 of the 1977 NHS Act sets out the statutory basis for the collaborative arrangements. It is important that the provision of these essential services is maintained, especially in relation to children, disabled people and people with mental health disorders.

Action

4. This circular supersedes AL (MD) 2/04. The increase of 3.225% should be awarded in full from 1 April 2005.

Notification of Infectious Diseases and Food Poisoning

5. The Department of Health will still issue a Direction under Section 12 of the Public Health (Control of Disease) Act 1984, under cover of an Advance Letter. A copy of this will be published on the Department of Health website at: www.dh.gov.uk/letters

Consultants on the 2003 contract

6. Schedule 9, 10 and 11 of the Terms and Conditions – Consultants 2003 – outline the principles governing receipt of additional fees for NHS medical and dental consultants on the new contract. As a general principle, work undertaken during NHS Programmed Activities will not attract additional fees or if a fee is paid it must be remitted to the employing organisation; but the consultant is entitled to the fees for work done in his or her own time, or during annual or unpaid leave.

Consultants on the existing contract

7. Some Trusts may also have agreed separate contracts with individual consultants, which allow for work under the collaborative arrangements to be performed as part of contracted duties. The attached guidance does not affect these agreements.

Establishing the Responsible Commissioner

8. Guidance for Primary Care Trust (PCT) commissioners on the application of the legal framework on PCTs secondary care commissioning responsibilities can be found on the Department of Health website at the following web address:
www.dh.gov.uk/assetRoot/04/06/97/97/04069797.pdf

Further Copies

9. Copies of this circular can be downloaded from: www.nhsemployers.org
10. Copies of previous Advance Letters from 1995 onwards may also be obtained from the Department of Health website at the following address: www.dh.gov.uk/letters

Enquiries

11. Employees should direct personal enquiries to their employer.
12. Employers should direct enquiries about the content of this letter to NHS Employers by e-mail: doctorsanddentistsenquiries@nhsemployers.org

Yours sincerely

A handwritten signature in black ink that reads "G Bellord". The signature is written in a cursive style. To the right of the signature, there is a vertical red line.

Gill Bellord
Head of Pay and Negotiations
NHS Employers

MEDICAL PRACTITIONERS UNDERTAKING PART-TIME WORK IN THE COMMUNITY HEALTH SERVICE AND FOR LOCAL AUTHORITIES UNDER THE COLLABORATIVE ARRANGEMENTS

Schedule of fees payable from **1 April 2005**

1.	<u>Sessional Fees</u>	
	a.	Consultant or specialist work
		i. Full session
		£115.56
		ii. Short session
		£74.86
		iii. School ophthalmic work (session of not less than 3 hours)
		£126.01
		iv. Vasectomy session (full session)
		£191.27
	b.	Clinical refraction work (full session)
		£84.88
	c.	Dental anaesthetic work, where the practitioner has a recognised qualification in anaesthetics (full session)
		£84.88
	d.	Other medical work
		i. Full session
		£73.69
		ii. Short session
		£47.47
		iii. Family planning session concerned with patients with marital difficulties or instructing other doctors in family planning (full session)
		£90.63
		iv. Family planning session concerned with patients with marital difficulties or instructing other doctors in family planning (short session)
		£74.38
		v. Vasectomy session (full session)
		£117.48
2.	<u>Examination of Blind or Partially-sighted Persons for the completion of Form BD8</u>	
	a.	Examination in consulting room
		£70.70
	b.	Re-examination in consulting room
		£47.47
	c.	Examination in patient's home
		£94.31
	d.	Re-examination in patient's home
		£70.70
3.	<u>Psychiatric examination under Section 105 of the NHS Act 1977 or for the purposes of the Mental Health Act 1983</u>	
	a.	Consultant or specialist work, including work

	carried out by a practitioner approved under Section 12(2) of the Mental Health Act 1983	£173.37
b.	Other medical work	£53.76
4.	<u>Looked after and adopted children</u>	
	DfES are in discussion with relevant parties on rates payable under this schedule. When agreement is reached, an updated schedule will be made available via the NHS Employers website. If you have any queries regarding this section, please contact DfES via the following email address: sandeep.puri@dfes.gsi.gov.uk	
5.	<u>Other examinations and reports</u>	
a.	Examinations and reports required by local authorities under the collaborative arrangements for purposes not specified above	
i.	From consultants	£74.86
ii.	From other doctors (full medical examination including report and opinion)	£39.22
iii.	From other doctors (report and opinion only)	£25.15
iv.	Emergency attendance by consultants	£115.56
v.	Emergency attendance by other doctors	£73.69
b.	Medical examinations of prospective NHS employees	
i.	Full medical examination including report and opinion	£39.22
ii.	Report and opinion only	£25.15
6.	<u>Visiting Medical Officers to establishments maintained by Local Authorities</u>	
a.	Payment on a salary basis	
i.	1 hour per week	£1,905.99
ii.	2 hours per week	£3,454.43
iii.	Each additional hour over 2	£1,477.22
b.	Emergency visits	
i.	Between 9am and 8pm	£25.68
ii.	Between 8pm and 9am	£52.06

7. Miscellaneous fees

a.	Domiciliary visits for family planning purposes	
i.	Fee per visit	£24.57
ii.	Fee per unproductive visit	£9.22
b.	Fee for the notification of infectious diseases or food poisoning	£3.36
c.	Fee for lecture to the public	£58.56

SUPPLEMENT

TERMS AND CONDITIONS OF SERVICE FOR DOCTORS UNDERTAKING SESSIONAL WORK IN THE COMMUNITY HEALTH SERVICES, PROVIDING MEDICAL SERVICES TO LOCAL AUTHORITIES UNDER THE COLLABORATIVE ARRANGEMENTS AND UNDERTAKING MEDICAL EXAMINATIONS OF PROSPECTIVE NHS EMPLOYEES.

1. These terms and conditions of service do not form part of the terms and conditions of service for doctors in community medicine and the community health services. Doctors covered by the terms and conditions of service set out in this supplement are entitled only to the fees and allowances at the rates contained in the Schedule annexed to this Supplement.
2. Where an Authority has requested a doctor to carry out a domiciliary visit for which a fee is payable and the examination cannot be carried out because the patient is not at home at the pre-arranged time, the doctor shall be reimbursed at the rate of 50% of the appropriate fee.
3. In the Schedule, unless otherwise indicated, "full session" means a session of normally 1¹/₂ to 2¹/₂ hours, including, where necessary, allowance for travelling time, and "short session" means a session not normally exceeding one hour.

SESSIONAL FEES (Schedule paragraph 1)

4. Doctors undertaking family planning sessions, including sessions concerned with birth control IUD insertions, sub-fertility and research, and interviewing doctors at vasectomy sessions, should be paid at the rates shown at paragraphs 1.a.i, 1.a.ii, 1.d.i and 1.d.ii of the Schedule.
5. Attendance at case conferences arranged by Social Services Departments (but not at the volition of the attending medical practitioner) should be treated as sessions, except where such attendance would be part of the practitioner's normal duties, e.g. as part of a multi-disciplinary team, and a fee paid in accordance with the length of the conference.
6. Sessional fees are also payable for emergency attendance. They are repeated for ease of reference at paragraphs 5.a.iv and 5.a.v of the Schedule.

EXAMINATIONS OF BLIND OR PARTIALLY-SIGHTED PERSONS FOR THE COMPLETION OF FORM BD8 (Schedule paragraph 2)

7. These fees are payable if the doctor has taken steps to ascertain that the patient is not already registered, or where it is proposed to recommend that a registered patient be transferred from one category of register to another, and it has been decided in consultation with the local authority concerned (by telephone if necessary) that the examination should be carried out other than in the course of sessional arrangements.

The fees for re-examination should be paid if the previous BD8 is available at the time of the re-examination

8. Where Form BD8 is completed in the course of or following a domiciliary consultation for hospital purposes without a further visit being necessary, the combined fee should be paid by his employing authority at the rate shown in Appendix I (paragraph 145) to the Hospital Medical and Dental Staff Terms and Conditions of Service.

PSYCHIATRIC EXAMINATION UNDER SECTION 105 OF THE NHS ACT 1983 OR FOR THE PURPOSES OF THE MENTAL HEALTH ACT 1983 (Schedule para 3)

9. These fees should be paid in all cases where the practitioner has carried out the examination, whether or not a recommendation is made.

OTHER EXAMINATIONS AND REPORTS (Schedule paragraph 5)

10. Except where a fee for a particular service is specified elsewhere in the Schedule, the fees in paragraph 5.a of the Schedule will cover reports required under the collaborative arrangements by local authorities. Where an Authority is in doubt whether this is the appropriate fee for the service, the matter should be referred to the Strategic Health Authority.

VISITING MEDICAL OFFICERS TO ESTABLISHMENTS MAINTAINED BY LOCAL AUTHORITIES (Schedule paragraph 6)

11. The types of establishment covered by this scale are as follows:
- a. Day nurseries accommodating children aged 5 years and under.
 - b. Nursery schools accommodating children 2-5 years.
 - c. Residential special schools and boarding homes accommodating handicapped children of various types.
 - d. Local authority boarding schools.
 - e. Community homes.
 - f. Mother and baby homes.
 - g. Residential accommodation provided under Part III of the National Assistance Act 1948.
 - h. Reception centres for accommodating person without a settled way of living.
 - i. Teacher training and other residential colleges.
12. Fees are payable only for work that is not covered by general medical services under Part II of the National Health Service Act 1977. Remuneration for regular and routine attendances or such non-GMS work shall be by annual salary or sessional fee at the discretion of the authority. Where the sessional basis is adopted, fees shall be paid in accordance with paragraph 1 of the Schedule. Where the salary basis is adopted the remuneration shall be based on the number of hours per week spent at the establishment and shall be in accordance with paragraph 6.a of the Schedule.
13. The number of hours per week to which the annual salary is related shall be a matter for agreement from time to time between the authority and the doctor concerned. Agreements embodying periods of half an hour or any other period of less than an hour (with proportionate rate of payment) are not precluded.
14. A doctor remunerated by annual salary shall be responsible for providing a locum, at his own expense, when he is unable to carry out the duties himself.

15. A visit carried out in an emergency at the special request of the establishment and outside the regular and routine attendance and which falls outside the provisions of general medical services shall be entitled to a fee in accordance with paragraph 6.b of the Schedule.

MISCELLANEOUS FEES (Schedule paragraph 7)

16. The fee for the notification of infectious diseases or food poisoning (paragraph 7.b) is payable to all notifying doctors except for those serving in the Armed Forces of the Crown or in any Women's Service administered by the Defence Council.
17. The fee shown at paragraph 7.c of the Schedule is for elementary lectures (normally of 60 minute duration) to the lay public on first aid to the injured, home nursing, childcare or hygiene. Where there is doubt whether the cost of such lectures should fall on the Health Authority or the Local Authority, the matter should be referred to the Strategic Health Authority.

MILEAGE ARRANGEMENTS

18. A doctor whose principal employment is subject to the terms and conditions of service for hospital medical and dental staff and who is also remunerated by the same authority in respect of work referred to in the annex shall receive mileage allowances as if the work had been undertaken as part of his principal employment. All other doctors shall receive travelling expenses, and standard rate mileage allowances, and passenger allowances in accordance with Sections 23 and 24 of the General Council Conditions of Service provided that the doctor is entitled to allowances for travel between his practice Premises or his home, whichever is the nearer, and the clinic or other premises visited.

SUPERANNUATION

19. Consultants on 2003 contract

Where consultants carry out work under the collaborative arrangements during NHS Programmed Activities and do not receive a separate fee, the salary paid for the

Programmed Activities is superannuable (up to the limit of ten Programmed Activities per week).

20. Consultants on the existing contract

Fees for work done under the collaborative arrangement will not normally be regarded as superannuable remuneration in the NHS superannuation scheme. Fees for work in the community health service will normally be superannuable under the scheme if contracted and paid for by the NHS. Exceptions to these generalisations include where a previous agreement to the contrary exists.