NHS Pay and Agenda for Change reform England – August payslip advice

August payslips should contain any outstanding back pay arising from the implementation of year one of the reformed pay structure for directly-employed NHS members. This briefing contains a reminder of the materials and tools available to help you understand these changes, along with a summary of the backpay elements that members should expect in August and a quick trouble-shooting chart for resolving simple queries about salary levels.

NHS Employers has confirmed its expectation that payment of all back pay will be completed in the August pay run.

If your employer indicates that this will not happen, please check and let us know if there is a problem.

The new percentage rates for the calculation of unsocial hours payments for staff in Bands 1-3 apply from July, so for staff in these bands back pay for unsocial hours worked in April, May and June should be calculated on the "old" percentage rates. Protection from deduction of unsocial hours during sickness has been converted to a cash value of £18,160. This only applies from 1 July, and back pay for periods of sickness during April, May and June should include unsocial hours payments for everyone on former spine points 1-8.

Resolving simple queries about salary levels

Lots of queries have been generated due to the way that information is set out differently in the pay journey tool - used to show changes over the three years of the deal - and the new pay scales, which are static tools for your payroll to use. A guide to using the different tools has been produced with NHS Employers and is available from the link at the end of this document.

- Workplace Representatives check with your payroll team that all back pay will be completed in August and get in touch with us if there are any issues.
- Use to the relevant tools and charts to answer simple queries so that payroll can focus on errors.
- Confirm that mid-band members with an August incremental month have been moved to the full year one salary rate shown in their pay journey chart.

Your payroll team will be extremely busy this month. Here is a quick check list to help you make sure your new annual salary is correct.

If you think your new annual salary is wrong:

1. Check what your spine point was as of 31 March 2018

2. Use www.nhspay.org.uk to input details of the band and spine point; check the pay journey and record the full Year One salary shown.

3. Is the annual salary on your pay slip lower than the full Year one salary shown by the pay journey?

Yes – go to 4

No – query resolved

4. Have you had a pay increment/anniversary since 31 March 2018?

Yes - go to 5

No - go to 6

5. Check that the pay journey works back from the spine point applicable as of 31 March. [note: Some payrolls have shown this calculation on pay slips and given members the impression that they have been 'put down' an increment as a result of the pay deal, rather than having calculations worked back to the increment applicable as of 31 March this year.]

Does this resolve the query?

No – go to 8

6. Do you have an increment/anniversary date between September 2018 and March 2019?

Yes – go to 7

No - go to 8

7. If yes, you will receive an increase to the full Year One salary on your incremental/anniversary date.

8. Refer the query to your payroll team.

Unsocial hours (USH) checklist for Maternity Support Workers

This is a checklist to help you understand what your USH payments should be during the pay year 2018/19. The NHS pay deal contained provisions to protect the cash value of unsocial hours rates for staff in bands 1-3 at their 2017/18 values while basic pay improves during the three year agreement. This results in changes to the percentage calculations applied over the course of the deal. As basic pay goes up the overall value of an unsocial hour increases. Because basic salaries increased from April 2018, but the new unsocial hours calculation rates do not take effect until 1 July 2018, back pay will contain unsocial hours rates at slightly different rates as explained below.

Back pay

Your August back pay should include your back pay on your unsocial hours for April, May and June 2018. The difference between what you got and the extra you are due is calculated by using your new gross hourly basic pay with the old percentage enhancement rates. From 1st July onwards unsocial hours pay is calculated to produce the rates set out in the table below. This means that your back pay on unsocial hours in April, May and June will have been based on slightly higher rates than those in the table to allow time for the changeover to be made.

1st July 2018 to 31st March 2019

From 1 July 2018 your unsocial hours payments are calculated using your new gross hourly basic pay and the new percentage enhancement rates. To use the table, first identify your band and then the relevant gross basic salary you are on. You should find this on your payslip. Then read across to check the rate you should be paid for an unsocial hour. (Note the hourly figures may vary slightly from what you see on your payslip due to rounding issues. We have divided annual salary by 52.14 weeks and then 37.5 hours).

Band	Annual gross basic pay in 2018/19	Gross hourly basic pay	Saturday/nights	Sunday/bank holidays
Band 1	£17,460	£8.93	£13.31	£17.59
Band 2	£17,460	£8.93	£12.77	£16.52
Band 2	£17,787	£9.10	£13.01	£16.83
Band 2	£18,702	£9.57	£13.68	£17.70
Band 3	£17,787	£9.10	£12.37	£15.65
Band 3	£18,429	£9.43	£12.82	£16.21
Band 3	£18,608	£9.52	£12.94	£16.37
Band 3	£19,122	£9.78	£13.30	£16.82
Band 3	£19,700	£10.08	£13.70	£17.33
Band 3	£20,448	£10.46	£14.22	£17.99

Useful Resources

Pay Calculator: https://www.nhspay.org/pay-calculator/

Further resources NHS Employers website: http://www.nhsemployers.org/case-studies-and-resources/2018/07/resources-to-help-you-understand-your-pay

Frequently Asked Questions: http://www.nhsemployers.org/your-workforce/2018-contract-refresh/questions-and-answers