

TERMS & CONDITIONS OF SERVICE

POST TITLE:	: Occupational Therapist
DEPARTMENT / LOCATION	: Croydon Health Services NHS Trust
BAND	: 6
SALARY SCALE	: £30,247 - £39,708 per annum inclusive of HCAS
PAYMENT OF SALARY	: Monthly by direct credit transfer to bank/building society account
PENSION SCHEME	: You have the option of joining the NHS Pension Scheme. Deductions are made at source at the rate of 5% and 14.5%, depending on your annual pensioned pay.
HOURS OF WORK	: Your hours of work are 37.5 per week excluding meal breaks.
ANNUAL LEAVE	: 27 Days/ 202.5 hours a year rising to 29 days/217.5 hours after 5 years and 33 days/247.5 hours after 10 years service with the NHS. This includes the 8 Public Holidays. Annual leave for part time employees will be pro rata to the hours worked.
OCCUPATIONAL HEALTH CLEARANCE	: The appointment will be subject to a satisfactory report from the Occupational Health Department. All clinical staff are required to have satisfactory TB assessment, additional health checks for blood borne viruses, are required for clinical staff who undergo exposure prone procedures, other immunisations may be recommended, for all staff. All assessments are undertaken via the confidential Occupational Health Service.
CONFIDENTIALITY	: The postholder may come into possession of information which must be kept confidential and any breaches of confidentiality are treated as a serious disciplinary matter.
NO SMOKING	: Croydon Health Services NHS Trust is a smoke free environment and smoking is not permitted on any of its sites or grounds
NOTICE PERIOD	: The appointment may be terminated by 8 weeks notice in writing on either side.