

To: All Community Pharmacies

**Directorate of Integrated Care
Western Office**

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15th February 2021

Dear Colleague

HSC STAFF RECOGNITION PAYMENT

FOR THE IMMEDIATE ATTENTION OF THE MANAGER IN CHARGE OF PAYROLL/HUMAN RESOURCES

I am writing to advise that Minister has asked for the establishment of a bonus scheme, up to the value of £500 per individual, for those who have completed a minimum of one full month's employment in the delivery of HSC services during the period **17 March 2020 – 31st January 2021**.

As a first step in the process and as a matter of priority I would be grateful if you could complete the electronic survey detailing the number of whole time equivalent staff who would be eligible to receive the bonus payment.

Criteria for staff to be included in the survey is as follows:

- Staff working within the community pharmacy setting providing HSC services for a minimum of 30 continuous days during the period covered by the scheme which is 17th March 2020 – 31st January 2021
- Payment will be pro rata for those working less than full time hours

When available, guidance on eligibility of staff will be shared with practices.

Persons working within an independent service provider setting on a locum basis are encouraged to discuss a claim being made on their behalf by a single appropriate service provider if possible. This claim should reflect their routine working commitment (rather than that of staff whose absence they may be covering). This should not include anything for which they are salaried by the HSC.

The eligibility of the recognition scheme is extended to include agency workers on longer term placements, where the agency worker has reached the threshold under employment law for accessing equivalent worker's rights,

is covering a substantive vacant post, and is receiving a salary commensurate to, or lower than, the appropriate salary for that post under the relevant terms and conditions.

Grateful if the survey could be **completed by 5pm Friday 19th February 2021** in order for the necessary information to be provided to Department of Health colleagues.

Please find survey at: <https://www.surveymonkey.co.uk/r/M6K52Z7>

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Joe Brogan', written in a cursive style.

Joe Brogan
Assistant Director of Integrated Care
Head of Pharmacy and Medicines Management