Dear Colleague

Summary

This pay circular informs employers of the sickness pay arrangements for employees who receive regularly paid supplements, including any recruitment and retention premia, payments for work outside normal hours and who are covered by the Agenda for Change (AfC) agreement in Wales.

Action

1) Employees who are employed under the AfC agreement in Wales and are in receipt of regularly paid supplements as defined in section 14.4 of the Terms and Conditions Handbook will receive these in accordance with the revised section 14.4 with effect from 1st October 2019. A revised section 14.4 is attached to this letter and will be incorporated in the terms and conditions of service handbook.

2) Employees who are employed under the AfC agreement in Wales and are in receipt of regularly paid supplements as defined in section 14.4 of the Terms and Conditions Handbook will have these payments re-instated from the first day of sickness absence when they have direct COVID-19 related absences during this pandemic.

Employees who are in receipt of regularly paid supplements but do not have direct COVID-19 related absences will be paid in line with the arrangements outlined in the revised section 14.4 terms and conditions handbook during any period of sickness absence related to contracting the COVID-19 virus.

All other allowances, fees or payments of the NHS terms and conditions of service handbook remain unchanged.

Enquiries

1. Employers should direct enquiries to: HSSWorkforceOD@gov.wales
2. Copies of this circular can be downloaded from the HOWIS website.

Yours sincerely,
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Cyfarwyddwr Dros Dro y Gweithlu a DS
Regularly paid supplements will not be paid for the first 6 weeks of sickness absence.

For the following groups of staff pay during sickness absence is calculated on the basis of what the individual would have received had they been at work:

- staff who are absent for a period of continuous sickness absence exceeding 6 weeks, i.e. pay during continuing absence from the 7th week;
- those who were employed under the terms of this Handbook as at 30 June 2018, and have a basic salary of £18,160 or less;
- who are absent due to injuries, diseases or other health conditions sustained or contracted in the discharge of their duties of employment which are wholly or mainly attributable to their NHS employment, whom the employer determines are eligible to receive injury allowance in line with paragraphs 22.3 and 22.4 (see paragraph 14.7 in this section);
- where an individual receives a diagnosis that they have a time specified terminal illness, any allowances or payments linked to working patterns will be back dated to the first day of sickness absence.

For these staff pay during sickness absence will include regularly paid supplements, including any recruitment and retention premia, payments for work outside normal hours and high cost area supplements. It will be based on the previous three months at work or any other reference period that may be locally agreed. Local partnerships can use virtual rotas showing what hours the employee would have worked in a reference period had he or she been at work.