

Locum Agency Doctor Assignment Checklist – NHSCPP2015/011

Doctors full name: (As per GMC)		Up to Date CV*: Y / N	
Grade:		Speciality:	
Dates doctors is available from:		Dates doctors is available until:	
Doctors Hourly Pay Rate:		VAT (as appropriate):	
Hourly commission rate: (Excluding doctors hourly pay rate)		PAYE / LTD: (if PAYE on-costs)	
Please confirm this Doctor will be paid via Brookson. If not state reason why:		<u>IR35 Status:</u>	

GMC or GDC Number:		GMC or GDC expiry date (inc any restrictions/alerts):	
Enhanced DBS Check: (State Yes or No)		DBS Check number & issue date:	
Verified ID*: Y / N		Recent photograph*: Y / N	
Certificate of Fitness for Employment* issued by / date of issue:		Nationality & Immigration Status* (right to work in UK)	
Life Support Training: (APLS / ALS / BLS / NLS / ATLS or ETC)		Date of issue/expiry date:	
Safe Guarding Level 3: Y / N Date of issue:		Statutory & Mandatory Clinical/Care skills Training held and in date? Y / N	
Date of last appraisal:		Date of revalidation:	
RO Name & registration no:		EPP Cleared: Y / N	
Competent in oral and written English: Y / N		Most recent reference and 3 years covered*:	
Has the agency doctor worked previously for YDH?		If yes, date last worked at YDH:	
Name:		Position:	
Signature:		Date:	

The above named Agency Worker has been submitted by the supplier for consideration in the provision of the services i) in response to a request from the authorised officer of the authority; ii) has undergone all of the necessary and appropriate pre-employment screening checks as required by the NHS Conditions of Contract for the supply of medical locums to ensure compliance prior to supply; iii) shall be charged in accordance with the contract price set out in Appendix 2 to the framework agreement (or Escalated Contract Price as agreed with the Senior Authorised Officer of the Authority).

* Require validated document evidence

Additional Details please read before submitting candidates

BOOKING UNDER – LLP FRAMEWORK - NHSCPP2015/011

PLEASE COMPLETE ATTACHED CHECKLIST IN FULL ONCE YOU HAVE SPOKEN TO THE DOCTOR TO CONFIRM THEIR AVAILABILITY and email CVs, references and full clearance files via the Brookson VMS Portal. CV's will be rejected if the checklist is not completed in full.

Travel is not paid for by the Trust and we would expect the Agency/Locum to book and pay for their own accommodation. Please find below the link to book our Hospital accommodation.

<http://www.yeovilhospital.co.uk/jobs/accommodation-for-staff/book-your-accommodation/>

The Trust reserves the right to use other agencies and to employ employees at the cheapest rate offered to the Trust. The agency should not send through any CVs unless it is prepared to deal with the Trust on that basis.