

Purpose

GP Locum's monthly certificate to advise Contractor Finance of NHS pensionable earnings.
 To claim NHS scheme membership for GP Locum work, you must complete Part 1 on this form and send with your monthly invoice to the appropriate GP Practice. You will need a separate form for any additional GP Practices.
 Only NHS GP Locum services contracted directly between a GP Locum and an NHS GP practice may be entered on to this form. GP Principals and Salaried GPs cannot pension income as a GP Locum in their own practice using this form.

PART 1: To be completed by the GP Locum

Your Name:

National Insurance Number:

Superannuation Number: S B /

Please enter below the dates you worked as a GP Locum (enter in dd/mm/yy format)

From to From to
 From to From to
 From to From to
 From to From to

I declare that the information I have given in this Part is correct and complete and I understand that if it is not disciplinary action may be taken against me. I claim payment of monies due to me for NHS work carried out as a Locum during the dates specified in this part.

Signed: _____ Date: _____

PART 2: To be completed by a GP Practice authorised signatory

GP Locum's **gross earnings** for the NHS work shown in Part 1 above.
Do not include travel expenses or other expenses £

I certify that this practice has paid the GP Locum named in Part 1 the gross amount shown for the NHS work declared in Part 1 and I confirm that he/she does NOT work as a GP in this practice.
 I understand that, if the amount shown is not correct, disciplinary action may be taken.

Signed _____

Date _____

Practice Ref

Practice Stamp

Complete both Parts 1 and 2 of this form prior to submission to Contractor Finance.

Please scan & return the form to Contractor Finance: nss.locumcontributions@nhs.scot