

Employee benefits

Hours of work



The full-time hours of work are 37.5 per week (40 for doctors), but many employees of the hospice work a range of flexible working patterns according to the needs of the role and department.

Flexible working



We recognise that by promoting flexible working practices, we can retain valued employees and create a culture that promotes diversity and a healthy work/life blend.

Annual leave

27 days per annum on appointment, rising to 29 days after 5 years' service and 33 days after 10 years' service, pro-rata for those working part-time hours. Previous service with the NHS is taken into account when calculating annual leave entitlements if you move to the hospice direct from the NHS. Bank Holidays are in addition, pro rata for part time staff.

Salary



Payment is directly into your bank account on the 25th of every month. December's payment is usually made earlier. Please be advised that the hospice has its own pay bands which are different to NHS pay bands.

Special leave



The hospice recognises that at certain times in all employee's lives, time off from work is necessary due to a variety of reasons. We therefore have a generous special leave offering which goes beyond statutory requirements. This includes enhanced compassionate leave and enhanced parental and bereavement leave.



Pension schemes

Automatic enrolment. Due to changes in pension legislation, with effect from 1 July 2014 (providing you are eligible), you will be automatically enrolled into the Birmingham Hospice pension scheme. Whilst enrolment is automatic, should you not wish to be a member of the pension, you may subsequently opt out.

The employee contribution is 2.07% and the employer contribution is 5.93%. Staff will receive some tax relief on the contributions.

Members who cannot apply for the NHS pension scheme but wish to enrol on our company pension scheme (Royal London), the first deduction is made three months after your start date. Employees are sent a welcome pack direct from the pension provider. The employee contribution is 2.07% and the employer contribution is 5.93%.

NHS - Provided you meet the qualification criteria set out by NHS Pensions, people who currently contribute to the NHS Pension Scheme will be eligible to apply to continue these contributions.

Please note Birmingham Hospice is a direction employer of NHS Pension and consequently there may be some differences in benefits. Further information is available in the scheme guide published by NHS Pensions Agency, which is available on www.nhsbsa.nhs.uk/pensions. The NHS pension scheme is a qualifying scheme for auto enrolment purposes.

Payment during sickness



Payment for periods of absence due to authorised sickness will be made in accordance with the current statutory sick pay scheme. In addition, the charity operates a charity sick pay scheme as follows:

Entitlement to OSP increases with service as follows:

- During the first year of service – one months' full pay and two months of half pay
- During the second year of service - two months full pay and two months half pay
- During the third year of service – four months full pay and four months half pay
- During the fourth and fifth year of service – five months full pay and five months half pay

Learning and development



The hospice is committed to the continued training and development of its staff, and you will be supported in undertaking this when it is essential to your role or personal development, identified through the appraisal process in line with our Learning and Development Policy. All staff will have an annual appraisal with their line manager. If you are a manager at the hospice, you will receive management development through a variety of means which includes access to operational coaching.

Birmingham Hospital Saturday Fund (BHSF)

The hospice is a member of this healthcare scheme, which provides financial support for a range of healthcare costs such as dental, optical, hospital stays and others. You make a monthly payment through payroll and may claim benefits according to certain criteria – just ask if you are interested.

Employee Assistance Programme (EAP) RISE

RISE is a confidential employee helpline, which will give you access to a range of professional support services including counselling and therapy, legal and debt advice and GP appointments, when you need it most, 24/7, 365 days a year.

The Link - People Engagement Forum



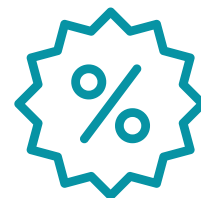
The Link is our employee and volunteer information and consultation group. Each department in the hospice has a representative and the group's remit includes social, health and wellbeing, policy consultation, communication and strategy and planning.

Wellbeing



Promoting the wellbeing of our employees is high priority at the hospice. As well as Mental Health First Aiders we also have a number of support schemes available.

Health Service Discounts



Health Service Discounts (previously NHS discounts) are now available to hospice staff as well as their families and friends. From holidays to car insurance, mobile phones to fashion, Health Service Discounts offer exclusive deals from top names like Superbreaks, Very, Virgin and Apple. And it's FREE to join.

NHS Fleet Solutions



Access to the NHS car lease salary sacrifice scheme. Give up part of your salary to receive a brand-new car on a two-or three-year lease.

Cycle to Work Scheme



Access to Cyclescheme which saves you 25-39% on a bike and accessories. You pay nothing upfront, and payments are taken tax efficiently via your salary.

Blue Light Card



Purchase a Blue Light Card for £4.99 for a two year membership and gain access to many online and high street offers.

Referral Scheme



Refer someone you know for our vacancies and if they are successful and employed for six months or more, you receive £200.

Refreshments



A small selection of freshly prepared sandwiches are available to order for purchase from our Catering Teams.

Our onsite café, The Hive, offers hot drinks and food including toasties, paninis, soup, salads, cakes and much more. Opening times vary.

Tea, coffee, toast, biscuits and fruit are available free of charge in staff kitchens.

Car parking



Car parking is free at both hospices, but we ask you to use the rear car parks to leave the front free for patients and their visitors.

Tickets for Good



Get free and discounted tickets to live events via this special platform for NHS and charity workers. Sign up at <http://charities.ticketsforgood.co.uk>.

