

**The Scottish Government**  
Health Workforce Directorate  
Employment and Retention Division



Dear Colleague

## **JUNIOR DOCTOR RELOCATION AND TRAVEL EXPENSES**

### **Summary**

1. Following discussions between NHS Scotland employers and the BMA Scottish Junior Doctors Committee (SJDC) an agreement has been reached on relocation and excess travel expenses for junior doctors.

2. This is an interim agreement that will last until 31 July 2009. It is backdated to August 2007, and doctors will be given reasonable time to submit back dated claims. It applies to StRs (Specialty Registrars) only. The terms of the agreement are set out at Annex A. Annex B sets out illustrative examples of how the agreement should be implemented in practice.

### **Action**

3. NHS Boards, Special Health Boards and NHS National Services Scotland (Common Services Agency) should ensure that the new arrangements are put into effect as soon as possible.

### **Enquiries**

4. Employees should direct their personal enquiries to their employing Board, Special Health Board or NHS National Services Scotland (Common Services Agency).

5. Employers are asked to make their own arrangements for obtaining any additional copies of this circular which is available on the SHOW website at [www.show.scot.nhs.uk/sehd/publications.asp](http://www.show.scot.nhs.uk/sehd/publications.asp).

Yours sincerely

**JACQUI JONES**  
Acting Deputy Director for Health Workforce

18 November 2008

### **Addresses**

#### For action

Chairs, NHS Boards and Special Health Boards and NHS National Services Scotland (Common Services Agency)

Chief Executives, NHS Boards and Special Health Boards and NHS National Services Scotland (Common Services Agency)

Directors of Finance, NHS Boards and Special Health Boards and NHS National Services Scotland (Common Services Agency)

Directors of Human Resources, NHS Boards and Special Health Boards and NHS National Services Scotland (Common Services Agency)

#### For information

Members, Scottish Partnership Forum

Members, Scottish Terms and Conditions Committee

Members, Scottish Workforce and Governance Group

### **Enquiries to:**

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## **DIRECTION**

Scottish Ministers, in exercise of the powers conferred on them by Regulations 2 and 3 of the National Health Service (Remuneration and Conditions of Service) (Scotland) Regulations 1991 and Section 105(7), paragraph 5 of Schedule 1 and paragraph 7 of Schedule 5 to, the National Health Service (Scotland) Act 1978, hereby gives to NHS Boards and Special Health Boards and NHS National Services Scotland (the Common Services Agency) the following Direction.

The arrangements for the payment of relocation and excess travel expenses for Specialty Registrars (StRs) for the period 1 August 2007 to 31 July 2009 are set out in the interim agreement between NHS Scotland Employers and the BMA Scottish Junior Doctors Committee (SJDC) at Annex A to NHS Circular PCS(DD)2008/9. These arrangements were approved by Scottish Ministers on 18 November 2008.

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18 November 2008

**AGREEMENT BETWEEN NHS SCOTLAND EMPLOYERS AND BMA SCOTTISH JUNIOR DOCTORS COMMITTEE (SJDC) ON JUNIOR DOCTOR RELOCATION AND TRAVEL EXPENSES – OCTOBER 2008**

**1. Interim arrangements**

1.1 The interim arrangements specified in this circular cover the period from 1 August 2007 to 31 July 2009. The arrangements will be reviewed in May 2009 so that the way forward can be discussed in light of the circumstances prevailing at that time.

**2. Eligibility**

2.1 The arrangements apply to junior doctors appointed to Specialty Registrar (StR) posts which started on or after 1 August 2007.

**3. Relocation Expenses**

3.1. The relocation expenses payable mirror what is termed the "Glasgow Agreement" i.e. one full Relocation Package per Deanery area. In circumstances where an StR has already relocated, for example where they took up a post in Scotland having moved from England, and are then required to move from one Deanery area to another Deanery area, and it is agreed between the StR and the employer that relocation is the most appropriate arrangement, they will be eligible for a further relocation package.

3.2. If an StR who has received a relocation package changes specialty or post, the relocation package is not recoverable, so long as the StR remains working for NHS Scotland for two years. If the StR leaves the employment of NHS Scotland within two years of receiving their relocation package, they are required to repay a pro rata amount as per Section 26 of the General Whitley Council.

3.3. NHS Scotland Boards, Special Health Boards and NSS Scotland (formerly the Common Services Agency) will apply their local Relocation Policies in implementing these arrangements which will be consistent with Section 26 of the General Whitley Council. However, exceptionally and without precedent, eligibility for relocation expenses is determined by the StR's educational training programme.

**4. Excess Travel Expenses**

4.1. Excess travel expenses will be payable on the following terms:

- The base place of work will be where the StR spends the majority of time/work. There may be circumstances where both the employer and StR may wish to reach an alternative arrangement i.e. to reflect the geography of the area or the needs of trainees with families.
- Excess Travel expenses are triggered by a change of placement on a rotational training programme and apply where the distance from the home to the new base is equal to or greater than 10 miles.
- In circumstances where trainees are required to travel between places of work while on duty or as part of training, mileage allowances will be paid in accordance with the Terms and Conditions of Service and extant SGHD circulars.
- In determining the excess travel payment due, the employer will agree with the StR the difference between home to original base and home to new base and pay the appropriate mileage rate on the difference.
- The terms of [PCS \(DD\) 2001/4](#) as amended by [PCS \(DD\) 2006/6](#) apply as well as the overall Terms and Conditions of Service for medical staff. This allows for public transport and business mileage rates to apply depending on specific circumstances.

## **5. Pay Protection**

5.1. In relation to pay protection on rotation BMA Scotland and NHS Scotland employers have agreed that the following statement from the Scottish Junior Doctors Committee should form part of this agreement.

SJDC believes that travel and relocation expenses and rotational pay band protection are separate issues. However, SJDC understands and acknowledges NHS Scotland Employers remain concerned as to the BMA position on the latter issue. We note that recent tribunal findings, including the Arthur (Glasgow) case, have clarified circumstances where rotational pay protection does and does not apply. SJDC does not therefore believe that legitimate and additional claims for rotational pay band protection should arise out of this agreement on travel and relocation expenses.

**EXAMPLES**

1. This list of examples is not exhaustive as there are a number of different rotations in place for each specialty across Scotland. However, the examples try to illustrate how the agreement set out in Annex A will be implemented in practice. It is appreciated that some rotations and trainees' individual circumstances are complicated and where there is not a suitable example to cover a particular individual's case, it is expected that the principles of the agreement will be applied and implemented fairly to ensure the trainee is not financially disadvantaged. The base hospitals outlined below have been chosen for the purposes of these examples and may not be the base hospitals agreed for trainees in these particular circumstances.

1. A junior doctor is appointed to a West of Scotland training programme. Their agreed base hospital is Western Infirmary Glasgow. The trainee relocates from Newcastle to the West End of Glasgow and would be eligible for relocation expenses.

All rotations within the training programme are within the central Glasgow teaching hospitals, therefore no excess travel expenses would be payable due to the close proximity (less than 10 miles) of their home to each of their placements.

2. A junior doctor is appointed to a West of Scotland training programme in Psychiatry. For the first three years the trainee will be based predominantly at Parkhead Hospital and this is their agreed base hospital. The junior doctor relocates from Birmingham to Mount Vernon and would be eligible for relocation expenses.

The junior's regular home to base mileage is 1 mile. During the course of their training programme the trainee has six month placements, as follows:

- Yorkhill – no travel expenses would be payable as new placement is <10 miles from their home;
  - **Home to Yorkhill 8 miles**
  - **Excess travel 7 miles**
- MacKinnon House – no travel expenses would be payable as new placement is <10 miles from their home;
  - **Home to MacKinnon House 7 miles**
  - **Excess travel 6 miles**

- The State Hospital, Carstairs – travel expenses would be payable as new placement is >10 miles from their home.
  - **Home to Carstairs 27 miles**
  - **Excess travel 26 miles**
  
- Dykebar – excess travel expenses would be payable as Mount Vernon to Dykebar is 14 miles. Excess travel paid would be 13 miles (14 miles Mount Vernon to Dykebar minus 1 mile home to base);
  - **Home to Dykebar 14 miles**
  - **Excess travel 13 miles**
  
- Forth Valley – excess travel expenses would be payable as new placement is >10 miles from their home
  - **Home to Forth Valley 22 miles**
  - **Excess travel 21 miles**

3. A junior doctor is appointed to a ST2 Core Medicine post in South East Scotland. The trainee relocates from Aberdeen to Edinburgh and would be eligible for relocation expenses. At the ST2-3 selection they are allocated to Gastroenterology in the East of Scotland. As a result they choose to relocate to Dundee, as most of their training will take place at Ninewells, which is their agreed base hospital. Their home to base mileage is 1 mile.

For the first year the trainee is placed in Perth Royal Infirmary. They are eligible for excess travel expenses as the mileage travelled from home to Perth is >10 miles. Excess travel expenses paid would be 22 miles (23 miles home to Perth minus 1 mile home to base).

- **Home to PRI 23 miles**
- **Excess travel 22 miles**

If the trainee had decided to relocate from Edinburgh to Perth in the knowledge that the majority of their programme would be in Ninewells and this was their agreed base hospital, then they would not be eligible for excess travel expenses from Perth to Dundee as this would be their normal home – base travel.

Later in their training programme the junior doctor is rotated to Edinburgh (for a year of specialist Hepatology training). The trainee may elect to

relocate to Edinburgh in which case there should be agreement between the doctor and their employer in relation to the arrangements that should apply for the year that they are working in Edinburgh, whether involving relocation expenses, travel expenses, or accommodation costs.

4. A Junior Doctor is appointed to a West of Scotland Specialty Training Programme. The trainee already lives in Glasgow and will be based in central Glasgow hospitals for the majority of their training – for the purposes of excess travel they have agreed to have Glasgow Royal Infirmary as their base hospital. As part of their training programme, they rotate to NHS Dumfries and Galloway for six months. Due to the commuting distance from Glasgow (160 mile round trip) it is too far to travel on a daily basis. In this instance there should be agreement between the doctor and their employer as to the arrangements that should apply while they are working in Dumfries i.e. whether the doctor receives excess travel to/from Dumfries and free accommodation when based there (in lieu of relocation).
5. A Junior Doctor is appointed to a West of Scotland training programme. The majority of placements are in central Glasgow teaching hospitals and their agreed base hospital is Stobhill. The junior doctor elects not to relocate and to remain living in Forth Valley. Home to base mileage is 29 miles. During the course of their training programme the trainee has placements, as follows

- First year based at Stobhill – no excess travel would be paid, as this is their routine home to base travel.
- Six months based at Douglas Inch Centre – no excess travel would be paid as distance is approximately the same as trainee's usual home to base mileage.
- Six months based at Forth Valley – no excess travel would be paid as the distance to this placement is less than the trainee's usual home to base mileage.
- Six months based at Dykebar Hospital – excess travel expenses are paid as home to new placement travel is >10 miles. The excess travel paid is 12 miles (41 miles Forth Valley to Dykebar minus 29 miles home to base).

- **Home to Dykebar 41 miles**
- **Excess travel 12 miles**

6. A Junior Doctor is appointed to a South East Scotland Specialty Training Programme. The majority of their placements are in Edinburgh and their agreed base hospital is the Royal Infirmary of Edinburgh. The trainee already lives in Edinburgh (South Clerk Street) and would not be eligible for relocation expenses. Home to base mileage is 2 miles. During the course of their training programme the trainee has placements as follows:

- Six months based at Queen Margaret Hospital, Dunfermline – excess travel expenses are paid as home to new placement travel is >10 miles.
  - **Home to QMH 19 miles**
  - **Excess travel 17 miles**
  
- Four months based at Borders General Hospital, Melrose - excess travel expenses are paid as home to new placement travel is >10 miles.
  - **Home to BGH 49 miles**
  - **Excess travel 47 miles**