What is the PPSA?

- Shared Service Agency
- Working on behalf of PCT’s in Hampshire and the Isle of Wight
- Undertaking Administration and Payments to Primary Care
- Patient Registration
- GP Practice Payments
- Fitness to Practice Checks
HIOW PPSA

- Agent on behalf of PCT
- Reimburse Registrar Pay and Expenses
- Pay Trainer Grant
- Medical Performers List
- Smart cards
Reimbursement of Practice Costs

- PAY 1
- Include latest pay Slip
- Salary Adjusted for GP Registrar Post
- PPSA Notify Trainer & Practice Manager of Salary
- Travel Costs
- Reimbursed on Official Form – Obtained by practice from PPSA by the Practice
Reimbursement of Practice Costs

- MDU Subscriptions – Claim form sent to Trainer with initial salary letter.
- Mobile Phone Reimbursement – Claim form included with Trainer letter. Limited to BT landline rental (inc VAT)
- Removal Expenses – GP registrar contact PPSA direct for claim forms. Payment made via practice. Upper Limit £8,000
Reimbursement of Practice Costs

- Changes in year- PAY2 form obtainable from NESC website
- Maternity & related leave
- Sickness
- Extension
- Transfers
Medical Performers Lists

- GP Registrar Must be on MPL
- Can work for two months whilst application is being processed
- Intention for registrar to be included from 1st placement until end of training
- Can only work under the supervision of GP trainer
- Deanery notify PPSA of GP registrar intake
Medical Performers Lists

- Application Form from PPSA sent to Registrar or practice
- Verify ID to meet NHS Employment Check Standards and Immigration, Asylum and Nationality Act (mandated to all parts of the NHS since 2008)
- GMC registration, including GP register (online) + Certificate of Good Standing for non-UK applicants
- Enhanced CRB disclosure and/or overseas police authority check
- Counter Fraud
- FHS Appeals Authority (online)
- 2 Clinical references
- Original degree certificates
- Career history
- English language competency (most EU countries)
- Declarations and Undertakings
Smartcards

- Needed for Choose & Book, EPS Release 2, GP 2 GP, etc.
- Hampshire & Southampton PCT’s only
- Practice complete RA01 (if registrar does not already have card)
- Take Photograph & upload to spine
- Submit RA01 to PPSA
- PPSA print and send card to registrar
- If already hold card practice link registrar to practice on spine and include roles.
Further Information

- **Secretary of States Directions** -
  [http://www.nhsemployers.org/PayAndContracts/JuniorDoctorsDentistsGPReg/Pages/DoctorsInTraining-Homepage.aspx](http://www.nhsemployers.org/PayAndContracts/JuniorDoctorsDentistsGPReg/Pages/DoctorsInTraining-Homepage.aspx)

- **Pay1**
  - [http://www.nesc.nhs.uk/primary_areas/wessex_deanery/wessex_schools/general_practice/resources_and_information.aspx](http://www.nesc.nhs.uk/primary_areas/wessex_deanery/wessex_schools/general_practice/resources_and_information.aspx)

- **PPSA Contact for pay** Nancy Higgins - [nancy.higgins@hampshire.nhs.uk](mailto:nancy.higgins@hampshire.nhs.uk)

- **PPSA Contact for performer list and smart cards**, Suzy Palmer, Alison Bailey, Nikki Cobby, Jannet Harley & Elaine Hughes, Email [eps@hampshire.nhs.uk](mailto:eps@hampshire.nhs.uk)

Hampshire and Isle of Wight Practitioner and Patient Services Agency