



My payslip explained

Getting paid for work through NHS Professionals is an online process, this includes your payslip. This guide aims to help you to understand your payslip.

Your ESR number. You'll need this if you have any payroll queries and to book holidays.

Deductions from your pay are categorised on the right-hand side of the payslip. Any figure marked with an 'R' indicates a refund payment that has been made to you.

If undelivered please return to

NHS Professionals Ltd
Floor 2, Phoenix House, Topcliffe Lane, Tingley WF

COPY PAY ADVICE - PRIVATE AND CONFIDENTIAL

MR. J PROFESSIONAL
18 Anywhere Close
Anytown

21507844
ESR922 WEEKLY
Default Home
1/00005/BA

Assignment Number 21507844	Employee Name MR. JOHN PROFESSIONAL	Location EDWARD HYDE
Department Bank	Job Title Bank	Payscale Description Default
	Sal/Wage	Inc. Date
	Tax Office Name Salford	Tax Office Ref 951/BA14841
		Std Hours 0
		PT Sal/Wage
		Tax code BR CUMUL
		NI Number NS293847D

Pay and Allowances (- = minus Amount)					Deductions (R indicates Refunds)		
Description	Wkd/Earned	Paid/Due	Rate	Amount	Description	Amount	Balance C/F
Nights	7.50	7.50	0.0000	133.85	PAYE	210.40	
Saturday	15.00	15.00	0.0000	267.66	NI A	63.41	
Standard	15.17	15.17	0.0000	264.85			
Sunday	15.00	15.00	0.0000	386.09			

Year to Date Balance (This employment only)				This Period Summary			
Gross Pay	5495.77	Taxable Pay	5495.77	Pensionable Pay	1052.45	Taxable Pay	1052.45
NI Letter	A	Tax Paid	1099.00	Tax Period	10	Non-Taxable Pay	0.00
NI Pay	5343.47	Other NI Pay	152.30	Frequency	Monthly	Total Payment	1052.45
NI Costs	325.97	Other NI Costs		Previous Taxable Pay	0.00	Total Deductions	273.81
Pensionable Pay	5495.77	Previous Tax Paid	0.00	Period End Date	31 Jan 2010	Pay Date	28 Jan 2010
SD Ref Number		Pension Conts	0.00	Pay Method	BACS	NET PAY	778.64
		Employee No	21507844				

There are five shift types; Standard, Night, Saturday, Sunday & Bank Holidays. Each shift type has a different pay rate. The total amounts of hours for each shift type is listed. The **Amount** column shows the total figure paid for a given shift type.

The **Rate** column will always read as 0.0000, this is due to the range of various pay rates at different Trusts. A breakdown of your rate of pay is on the following page.

Any holiday shifts you have taken will be shown as **Rest Days**.

Total gross payments and deductions are listed in this section.

The **NET PAY** field shows your total payment after deductions, this figure will be paid into your bank account.



Message from Employer:

Ref: 45492707 Type: Nights Hospital: White Lodge Grade: RN77 £26.77

Ref: 45492707 Type: Standard Hospital: White Lodge Grade: RN77 £34.31

Ref: 45496253 Type: Saturday Hospital: New Burton House Grade: RN77 £133.83

Ref: 45632002 Type: Nights Hospital: New Burton House Grade: RN77 £26.77

Ref: 45632002 Type: Standard Hospital: New Burton House Grade: RN77 £41.18

A breakdown of the shifts you have been paid for are listed in the **Message From Employer** section of your payslip. Shifts may be listed more than once to show the differing amounts paid for different shift types worked during a single assignment.

How do I access my payslip?

Your payslip is accessed through NHSP:Online via the 'Payslip' option on the Menu.

When can I access my payslip?

Your payslip will be available to view on NHSP:Online from 00:00 on Thursday if you are due to receive pay on Friday.

You can also view your historical payslips by selecting the year and month you wish to view.

Any tax queries?

Please call HM Revenue & Customs: 0300 200 3300.