

# Employment and workplace FAQs — salaried GPs

All answers are based on a salaried GP employed under the BMA's model contract.

## Model contract for GP

## Annual leave

### How is annual leave pro-rated if I'm working part time, or working nine sessions over four days or less?

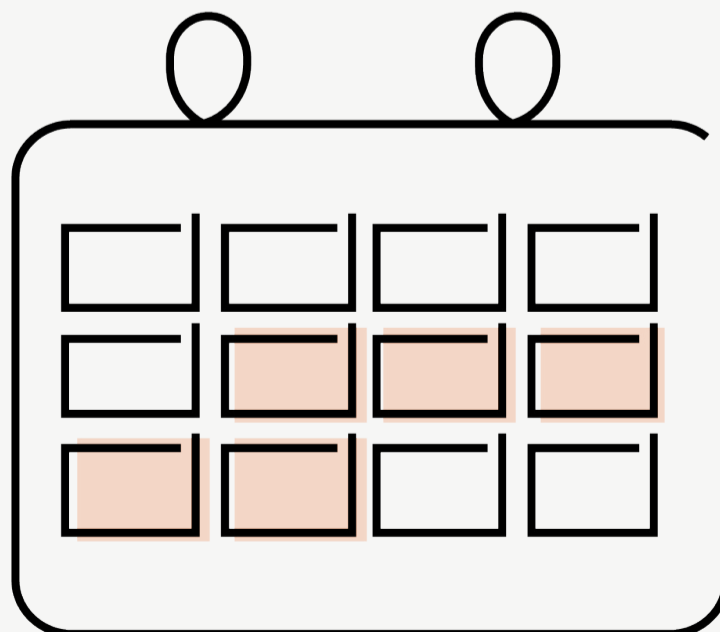
A doctor who works less than 37.5 hours (full time) will be entitled to a pro-rata of the 30 working days, calculated as below:

number of contracted hours worked x 0.8 = number of days leave per year

For more information, please see para 4.1, chapter 9 of the [Salaried GP handbook](#).

### If I work on a public holiday, do I get TOIL? Do I receive a higher rate of pay if I work on a public holiday?

Salaried GPs employed under the BMA's model salaried GP contract are



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For more detailed guidance go to the **BMA website** [bma.org.uk/pay-and-contracts](https://www.bma.org.uk/pay-and-contracts)

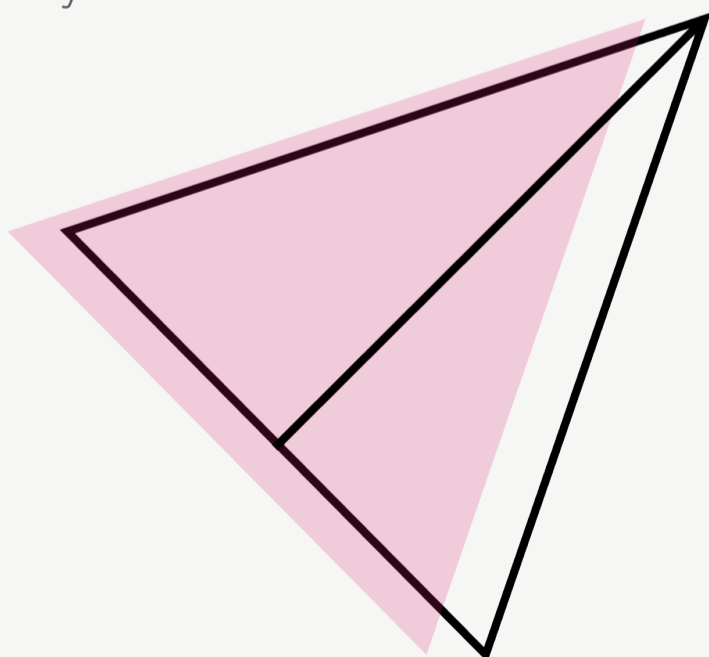
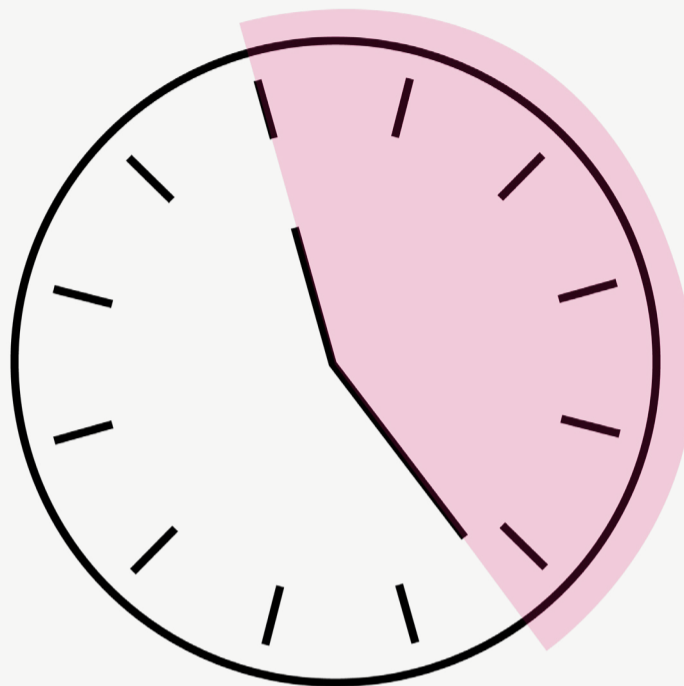
entitled to a day off in lieu. If the practice wants to pay the salaried GP instead of giving a day in lieu, the salaried GP would need to agree to that, and they would need to agree between them what an appropriate rate would be.

For more information, please see para 4.2, chapter 9 of the [Salaried GP handbook](#).

**How does my public holiday entitlement work? I'm a part-time GP who typically doesn't work on Mondays and most public holidays fall on Mondays.**

It is however, regarded as good employment practice for the doctor in this situation to have a pro-rata share of bank holidays added to their annual leave if . For example if the doctor works part time but in a given year all the bank holidays fall on days which are not routinely worked by the doctor they would have 4 days added to their annual leave in lieu of 50% of the 8 bank holidays which they would benefit from if working full time.

If you need further advice, please contact the BMA to discuss individual circumstances with regard to public and bank holiday entitlement.



# Maternity leave

## **What are the eligibility criteria for OMP (occupational maternity pay)? How is OMP calculated? What should I expect to receive for OMP?**

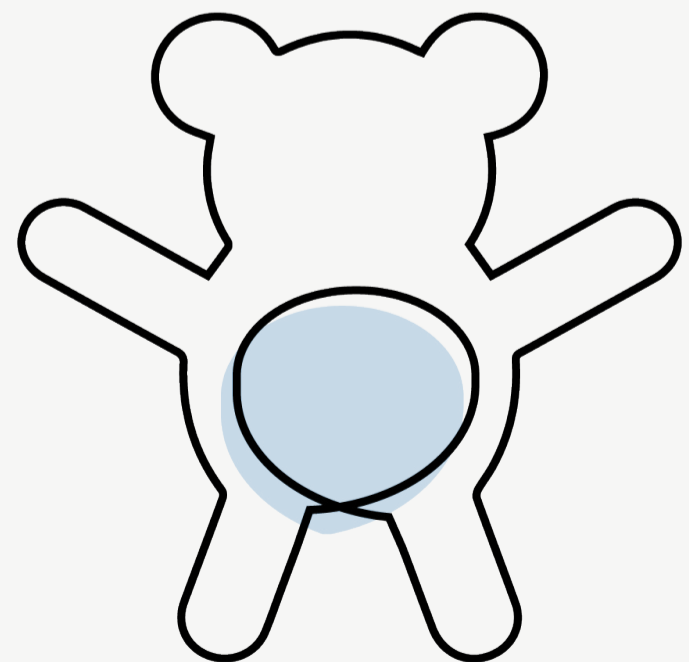
For salaried GPs, under the model salaried GP contract, a salaried GP will be entitled to contractual maternity pay provided that she has 12 months of continuous NHS service (see below for a definition of NHS service in the Salaried GP handbook) at the beginning of the 11th week before the expected week of childbirth. If this condition is met, the pay will be:

- for the first eight weeks of absence, full pay less any SMP or MA (maternity allowance) receivable
- for the next 14 weeks, half of full pay plus any SMP or MA receivable provided the total amount does not exceed full pay
- the next 17 weeks at SMP or MA (assuming the employee has qualified for the same). The GWC only provides for a further four weeks of SMP or MA, as that was the statutory provision at the time. However, the statutory entitlement is now to a total of 39 weeks' pay, leaving an entitlement to 17 weeks statutory pay following the payment of full and half pay set out above. The statutory entitlement will take precedence over GWC.

The BMA advises that members discuss receiving 8 weeks of full pay and 16 weeks of half pay with employers for maternity leave to be in line with provisions for hospital doctors.

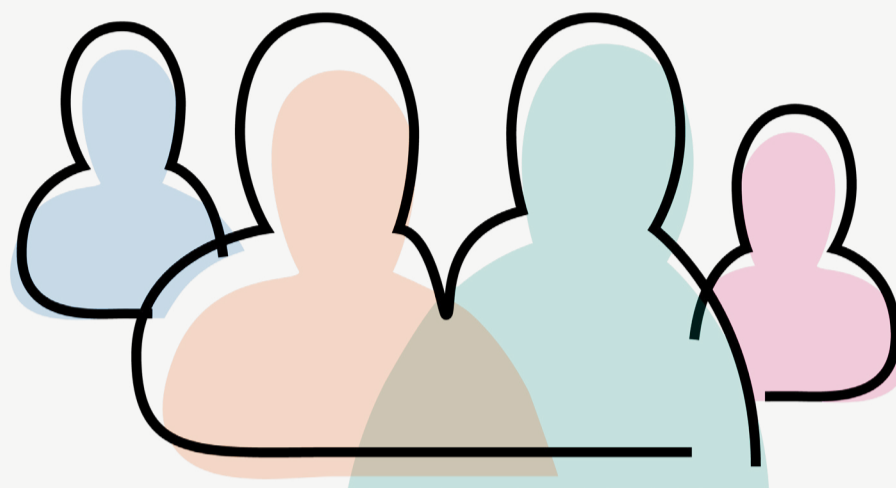
More information available at chapter 12 3.4 of the Salaried GP handbook. [Salaried GP handbook](#).

[Our maternity calculator is available here](#)



### **How long would I need to return to work to not have to repay my maternity pay?**

Employees must return to the same or another NHS Employer for a minimum period of three months after their maternity leave has ended. If there is no right to return to be exercised because the contract would have ended if pregnancy and childbirth had not occurred, the repayment provisions will not apply.

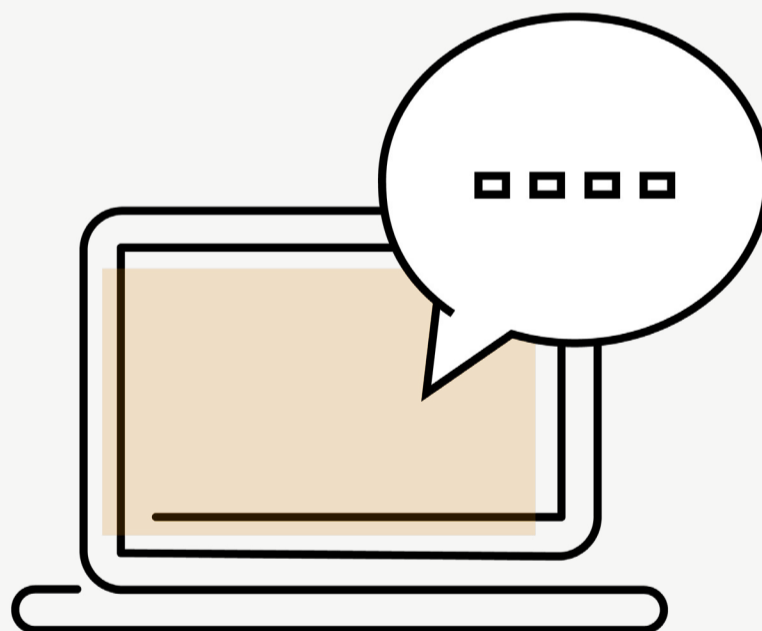


### **When can I start my maternity leave?**

An employee may begin their maternity leave at any time between 11 weeks before the expected week of childbirth and the expected week of childbirth, provided they give notice by the end of the 15th week before the child is due.

### **Does my annual leave and CPD accrue when on maternity leave? How can I use my accrued annual leave and CPD entitlement?**

Annual leave and CPD will continue to accrue during maternity leave. Under the NHS scheme, if the amount of accrued annual leave exceeds normal carry over provisions (normally five days), you can agree to take annual leave before or after the formal maternity leave period.



Alternatively, it could be carried over, but this is a matter for you and your employer to agree, preferably in writing. Payment in lieu may be considered where accrual of annual leave exceeds normal carry over provisions.

# Sick leave

## What is my sick leave entitlement? I have X years' continuous NHS service, will this increase my entitlement?

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### During the first year of service

One month's full pay and two months' half pay

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### During the second year of service

Two months' full pay and two months' half pay

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### During the third year of service

Four months' full pay and four months' half pay

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### During the fourth and fifth years of service

Five months' full pay and five months' half pay

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### After completing five years of service

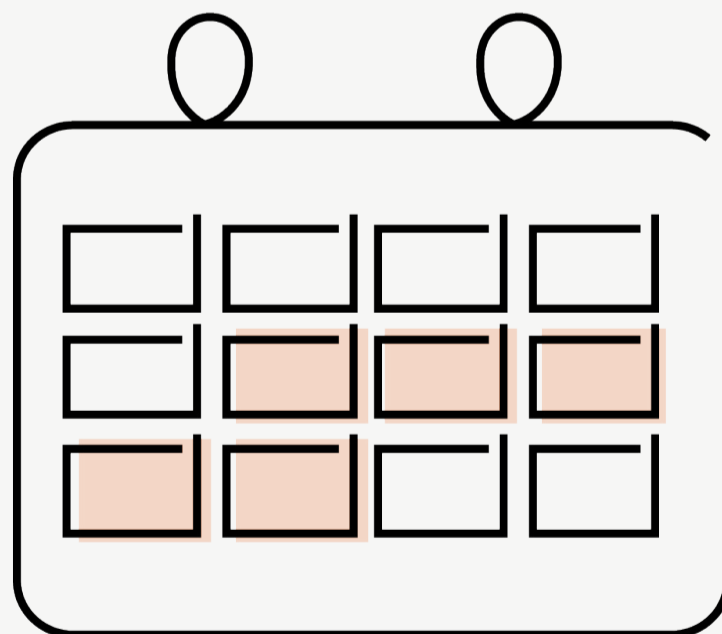
Six months' full pay and six months' half pay

## Does full sick pay only cover basic pay, or does it include supplements?

Pay during sickness absence is calculated on the basis of what the individual would have received had they been at work. It includes any regularly paid supplements.

## How is my remaining sick leave entitlement calculated if I've taken sick leave previously?

Sick leave entitlement is calculated by deducting any aggregate periods of paid sickness during the 12 months immediately prior, from the doctor's entitlement on the first day of sickness. In aggregating periods of absence due to illness no account shall be taken of any periods of unpaid sick leave, any injuries, diseases, or other health conditions sustained or contracted in the discharge of the doctor's duties of employment, or an injury resulting from a violent crime.



# CPD entitlement

## What is my CPD entitlement under the model contract?

Under the model contract you are entitled to protected time for professional development each year. Find out what you are entitled to under the contract by going to chapter 10, of the [Salaried GP handbook](#).

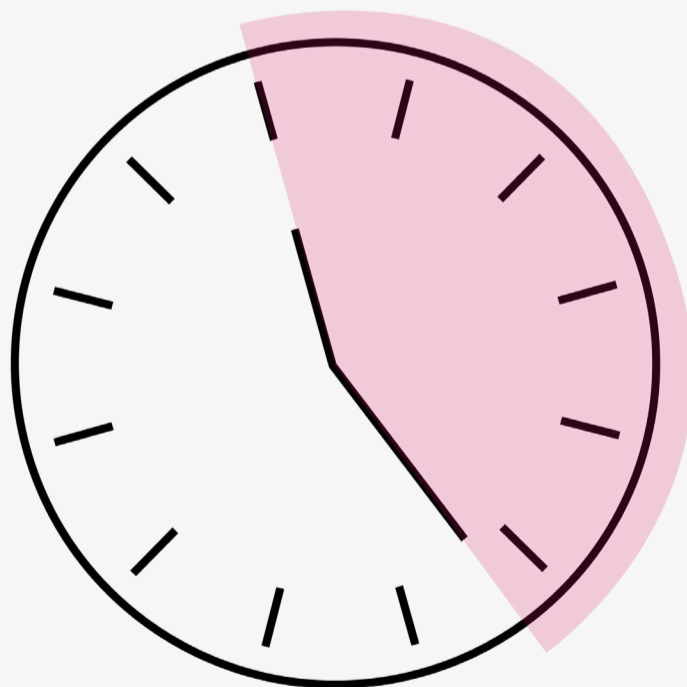
## How is CPD time calculated? How much CPD time am I entitled to if working part time?

Full-time salaried GPs employed under the model contract are entitled to a minimum of 208 hours (four hours per week on an annualised basis) of protected time for professional development a year.

For part time employees this amount is adjusted on a pro rata basis. See para 4, chapter 10 of the [Salaried GP handbook](#) for how to calculate your CPD entitlements.

## What is appropriate use of CPD time?

CPD time should be used according to the educational needs of the salaried GP, as specified by their NHS appraisal and PDP (personal development plan). For more information and a list of CPD activities, see para 2, chapter 10 of the [Salaried GP handbook](#).



# Remuneration

## **How is the DDRB pay uplift applied to salaried GPs?**

Salaried GP's salary in GMS and PMS practices should be uplifted annually at least in accordance with the Government's decision on the pay of general practitioners following the recommendation of the DDRB (Doctors and Dentists Review Body). More information on the DDRB process and how the pay uplift is decided is available [here](#).

## **How much should I be paid if working X number of sessions and/or with X number of years' experience? How can I negotiate a higher salary?**

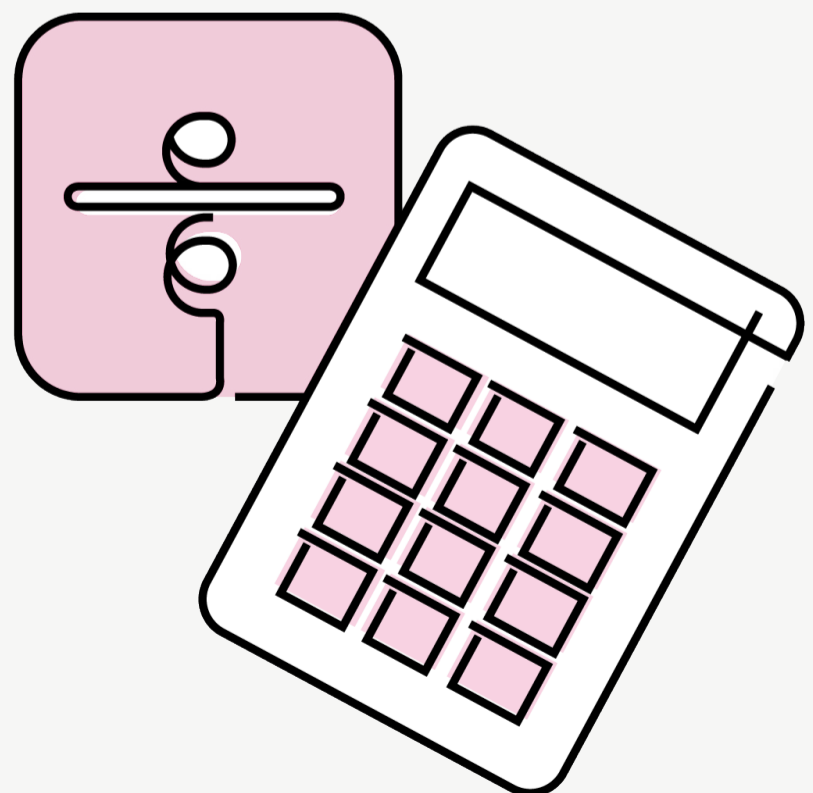
For salaried GPs employed under the model salaried GP contract, the annual salary range set out by the DDRB (Doctors Dentists Review Body) should be applied as a minimum. See the ranges [here](#).

For a doctor working part time, this salary is calculated pro-rata.

Please note that the DDRB pay range is considered to be an outdated pay range that does not reflect the actual salaries of GPs. For this reason, the BMA does not suggest it is used as a guide or benchmark in salary negotiations. Guidance for salaried GPs on how to negotiate their salary is set out in para 3, chapter 7 of the [Salaried GP handbook](#).

## **Can any fees received be kept if the work is carried out during normal working hours?**

A salaried GP should not charge fees for work arising within the normal course of their duties.



# Working arrangements

## **I'm working more than what I'm job planned for, how do I go about this? How do I reduce the number of sessions I'm currently job planned for?**

A job plan sets out the working schedule of a salaried GP. It should be developed collaboratively between the employer and salaried GP. The job plan should be reviewed annually or when there are any significant changes proposed to the work pattern by either party. Any changes should be made only by mutual agreement.

Chapter 8 of the [Salaried GP handbook](#) provides advice on how to request a change to your hours of work. Please also contact the BMA to discuss support in these conversations.

## **Can I carry out additional locum work out with my normal working hours?**

Practitioners may undertake private practice or other work, provided that it does not conflict with their job plan and is not undertaken during the contracted hours. The Working Time Regulations should also be considered – for more information go to chapter 8 of the [Salaried GP handbook](#).

