

## **GENERAL PRACTICE NURSING A GUIDE TO PAY, TERMS AND CONDITIONS 2017/18**

As Practice Nurse leads, we are asked on a regular basis to give advice to Lambeth Practice Managers and General Practitioners on levels of pay, term and conditions for **New General Practice Nurses** (GPNs).

We thought it might be helpful to publish this information in order that practices have this advice available to them when recruiting new staff. Also it is important that we are giving a consistent message as a lead nurse team and not advising on a case by case basis.

We have developed this work with the support of local Lambeth practice managers and this proposal has been agreed by the Lambeth Community Education Provider Network.

A new General Practice Nurse will be:

- Registered on Part 1 of the NMC Register.
- Have a degree or relevant previous experience.

Practices need to be able to attract the best and most talented nurses who are committed to a career pathway within general practice. This can be achieved if the terms and conditions offered to GPNs are comparable to the broader NHS nursing pay, terms and conditions, as other sectors of the NHS are also trying to recruit these nurses.

In addition, the nature of the general practice nurse workforce is changing. Formerly, many general practice nurses were recruited to part time general practice posts often following a career break in order to raise a family. This is no longer the case. Currently most GPNs expect to work throughout their career and it is essential they have the appropriate pay, terms and conditions to support career progression, maternity and sick leave, allowing them to live and work in London.

We would encourage you to consider the attached document when employing a new nurse. The paper sets out advice on the following proposed terms and conditions: annual leave, maternity pay, sickness pay and guidance on the agreement of annual salaries.

Our advice is based on Health Education England's recommendations on the Career Framework for General Practice Nursing and widespread local discussion.

Please do contact any of us if you would like to discuss further. We hope you find this information useful.

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## TERMS AND CONDITIONS

	<b>Lambeth recommendation</b>	<b>Agenda for Change</b>	<b>British Medical Association</b>
<b>Annual Leave</b>	25 days (+ 8 days public holiday) pro rata	<ul style="list-style-type: none"> <li>For staff with less than five years NHS service: 27 days (+ 8 days public holiday) pro rata</li> <li>For staff with five to ten years NHS service: 29 days (+ 8 days public holiday) pro rata</li> <li>For staff with more than ten years NHS service: 33 days (+ 8 days public holiday) pro rata</li> </ul>	Minimum of 30 working days per annum and 10 statutory and public holidays per year pro rata
<b>Maternity Pay</b> <i>Employees should have 12 months continuous service with NHS by the eleventh week before expected week of childbirth and intend to return to work in the NHS for a minimum of 3 months to qualify.</i>	Align to British Medical Association minimum terms	<ul style="list-style-type: none"> <li>8 weeks full pay minus Statutory Maternity Pay or Maternity Allowance</li> <li>18 weeks half pay plus Statutory Maternity Pay or Maternity Allowance</li> <li>13 weeks Statutory Maternity Pay or Maternity Allowance</li> </ul>	<ul style="list-style-type: none"> <li>8 weeks full pay minus Statutory Maternity Pay or Maternity Allowance</li> <li>14 weeks half pay plus Statutory Maternity Pay or Maternity Allowance</li> </ul>
<b>Sick Pay</b>	Align to British Medical Association minimum terms	<ul style="list-style-type: none"> <li>During the first year of NHS service: 1 month full pay and (after completing four months service) 2 months half pay</li> <li>During the second year of NHS service: 2 months full pay and 2 months half pay</li> <li>During the third year of NHS service: 4 months full pay and 4 months half pay</li> <li>During the fourth and fifth year of NHS service: 5 months full pay and 5 months half pay</li> <li>After completing 5 years of NHS service: 6 months full pay and 6 months half pay</li> </ul>	

## GUIDE TO PAY

	<b>Preceptorship</b> (newly qualified / new to Practice Nursing) <i>First 6-12 months</i>	<b>Practice Nurse</b> (post basic skills training) <i>Up to 2 years</i>	<b>Experienced Practice Nurse</b> <i>More than 2 years</i>	<b>Advanced Practice Nurse</b>	<b>Nurse Practitioner</b>
<b>Basic hourly rate of pay</b>	£12.55	£14.71	£16.21	£20.67	£24.08
<b>Hourly Higher Cost Allowance (HCA)</b> <i>(comprising 20% of basic up to a maximum of £6,405)</i>	£2.51	£2.94	£3.24	£3.21 (capped)	£3.21 (capped)
<b>TOTAL hourly rate including HCA</b>	<b>£15.06</b>	<b>£17.65</b>	<b>£19.45</b>	<b>£23.88</b>	<b>£27.29</b>

<b>Annual Basic Salary</b>	£24,540	£28,763	£31,696	£40,417	£47,085
<b>Annual HCA</b>	£4,908	£5,749	£6,335	£6,279 (capped)	£6,279 (capped)
<b>TOTAL annual salary including HCA</b>	<b>£29,448</b>	<b>£34,512</b>	<b>£38,031</b>	<b>£46,696</b>	<b>£53,364</b>

<b>Equivalent Agenda for Change rate</b>	Mid band 5 (£11.31-£14.71 per hour)	Top band 5 (£11.31-14.71 per hour)	Mid band 6 (£13.58-18.19 per hour)	Top band 7 (£16.21-21.37 per hour)	Top band 8a (£20.47-£24.82 per hour)
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<b>Suggested competence</b>	<p>Gaining confidence in autonomous working. Will require supervision.</p> <ul style="list-style-type: none"> <li>• Wound care</li> <li>• Injections: Flu, B12, pneumonia, shingles</li> <li>• HHA</li> <li>• NPHC</li> <li>• NHS health checks</li> <li>• Basic history taking</li> <li>• Blood pressure</li> <li>• Phlebotomy (if trained)</li> </ul>	<p>Core skills:</p> <ul style="list-style-type: none"> <li>• Cytology</li> <li>• Childhood immunisations</li> <li>• Ear irrigation</li> <li>• Travel – (certificated training mandatory either as GPN course or standalone courses)</li> <li>• Long term conditions review under supervision of LTC clinical lead e.g. inhaler technique, diabetic foot checks</li> <li>• Spirometry – certificated training</li> <li>• Smoking cessation</li> <li>• Mentor – level 2</li> <li>• STI screening</li> <li>• Compression bandaging (following ABPI)</li> <li>• Zoladex injections</li> <li>• Neuroleptic depo injection (mental health)</li> </ul>	<ul style="list-style-type: none"> <li>• LTC management (Diploma+ level) e.g. asthma, diabetes, COPD, hypertension</li> <li>• Complex travel</li> <li>• Spirometry interpretation</li> <li>• Contraception (diploma)</li> </ul>	<ul style="list-style-type: none"> <li>• Non-medical prescribing</li> <li>• LTC lead role</li> <li>• Mentorship</li> <li>• Teaching e.g. undergrad nurses</li> <li>• Lead nurse role – management</li> <li>• Minor illness</li> </ul>	<ul style="list-style-type: none"> <li>• Masters degree as Advanced Nurse Practitioner or equivalent</li> <li>• Managing patients with undifferentiated and undiagnosed problems</li> </ul>