

NHS PENSION RETIRE AND RETURN OPTION – QUESTIONS AND ANSWERS

What is the Retire and Return Option?

The UHB Retirement Policy includes a number of Flexible Retirement options. One of the options is the Retire and Return Option.

Within this option, the member of staff can make an application to retire to access their NHS Pension and then to return to employment with the UHB.

Who is the scheme available to?

All members of staff can apply to retire and return, whether they are full-time, part-time, temporary or permanent. However, applications must be approved by your Line Manager and the relevant Clinical Board Head of Operations and Delivery/Clinical Board Nurse or Executive Director.

Is the UHB obliged to support my application?

Although all such requests should be considered, the UHB has no obligation to agree to individuals returning to work on the same terms prior to their retirement, and no assurances will be given that this will be the case.

What options are open to me?

A member of staff can apply to retire, access their NHS Pension and apply to either:

- Return to their current post/pay band/grade working to the same job description; or
- Return to a different post.

When would I need to apply?

Where staff wish to access their NHS pension and return to employment within the UHB, they will be required to formally submit a request to their line manager outlining their intention to retire on a given date. Their request to return to employment should be submitted, ideally five months before the given retirement date but not later than 3 months – the longer the notice period is, the more time NHS Pensions has to ensure that all of the processes have been completed by the agreed retirement date.

The request should include information such as the proposed hours of work in the new post, the identified pay band/grade and the proposed re-engagement date.

Will there be any checks if I return to my current post?

If the post occupied by the returning member of staff requires a Disclosure & Barring Service (DBS) check, a check will need to be undertaken and the outcome received **before** the post holder returns to employment where:

- The post holder has never undertaken a check; or
- The post holder works with children's services has undertaken a check, but this is more than 3 years old

What are the salary arrangements for non Medical staff returning to current post?

There are no Agenda for Change Terms governing salaries for employees who retire and return but, in line with current practice, the employee will return to their pre-retirement salary point. The individuals will also retain their incremental date but this will be deferred by the number of days break.

It should also be noted that any staff who are paid on a weekly basis or employed on a Llandough NHS contract who retire will return on a monthly Agenda for Change contract.

All returning staff will be issued with new contracts of employment.

Will my Electronic Staff Record (ESR) Individual Number remain the same?

No, whenever anyone retires and returns they are issued with a new ESR Individual Number.

What are the contractual and salary arrangements for Consultant Medical/Dental Staff?

Where agreement is reached for a retiring Consultant to return to work following retirement, the Directorate/Division will propose a new job plan to the individual concerned. This will normally be for no more than 10 sessions (or pro rata).

Returning Consultants will be engaged on a locum contract and will be paid on the MC83 'retired Consultant' pay scale (which is the same as the maximum on the substantive salary scale).

Can Associate Specialists apply?

The Associate Specialist grade is now a closed grade and no new appointments can be made to it. There is no provision, therefore, for an associate specialist to return to this grade. Requests will be considered on an individual basis

What would the arrangements be for Specialty Doctors?

A retired speciality Doctor may be re-engaged as a locum speciality doctor at the usual locum salary which could be lower than the doctor's pre-retirement salary.

These basic salaries for medical and dental staff would form the basis for other payments such as additional sessions, enhancements and on-call supplements.

What if I wish to retire and return to different post?

Where the individual wishes to retire and return to a different post, they will need to apply for the post in open competition as per the recruitment process.

The interview for the post in question must have taken place prior to the date of retirement of the individual

If appointed, the individual will be appointed on the salary scale/pay band applicable to the post. The individual will then be subject to the normal pre-employment checks, including if appropriate, a DBS check

Can I retire and return immediately?

No, where an application to retire and return is agreed, in line with the UHB Retirement Policy, the individual must take a 14 day break (excluding any periods of paid annual leave) between the date of retirement and the date of re-engagement.

Can I return to full time hours immediately on return?

This will depend on when you actually return to employment with the UHB.

The NHS Pension Scheme indicates that for one calendar month **and** one day following retirement, the employee cannot work more than 16 hours per week but the 14 day break can be taken into account in the one calendar month and one day period.

Therefore, if you returned after the 14 day break, you would need to work for no more than 16 hours for one calendar month **and** one day beginning on the date of your retirement.

After, the calendar month **and** one day, the individual can increase their hours up to full time subject to the agreement of their manager.

However, if you took a break of one calendar month **and** one day from the date of your retirement, you would be able to immediately return to full time hours.

Will my annual leave entitlement be affected?

No, as annual leave is based on cumulative service, you will still be entitled to either 27, 29 or 33 days annual leave pro rata per annum for those staff employed on the Agenda for Change Terms and Conditions or as per the appropriate Terms and Conditions of Service which apply to Medical and Dental staff employed in Wales.

Will my retirement impact on any pay protection?

Yes, as the 14 day break will end any continuity of service, any future entitlement to pay protection will only be based on the post-retirement service.

Will my retirement impact on any future redundancy entitlement?

Yes, both the Agenda for Change Terms and Conditions Handbook and Hospital Medical and Dental Staff and Doctors in Public Health Medicine and the Community Health Service Terms of Conditions state that where the employee has previously been given pension benefits, any employment that has been taken account for the purposes of those pension benefits will not be counted as reckonable service for the purposes of the NHS redundancy payment.

This means that any potential future redundancy payment would only take into account the post-retirement service.

Will my voluntary salary deductions continue?

Any voluntary salary deductions such as Union fees, Lottery, Cardiff Bus tickets etc would cease to be made when you retire. If you wish to continue to make such voluntary deductions when you return, you will need to advise the Payroll Department.

