

# NHS Pension Scheme

## 2022/07

**Who should read:**

- All NHS employers

**Action:** For information and action

**Subject:** Practitioner Contribution Remediation

**Date:** 25 March 2022

**The purpose of this circular is to inform about a remediation process relating to contribution collections for Salaried GP's/Assistant Practitioners**

We are writing to inform you about an issue we have identified affecting the pension contributions of some NHS Practitioners. The SPPA carried out a reconciliation exercise in April 2020 which identified that a number of NHS Practitioner members have either under or over contributed to the NHS pension schemes.

We are aware that the annual guidance has not been consistently applied and this has resulted in some members underpaying or overpaying pension contributions.

A key part of this guidance asks you to use [Annex D](#) to engage with your member to understand whether they have any other posts, namely Locum or Out of Hours contracts.

**Reminder: Pensionable pay for Salaried GP's is their total income from work in the Practice plus Locum and Out of Hours contract.**

The Pensionable pay should then be used to work out the correct tier. Pensionable pay used in the assessment may be ignoring the locum or Out of Hours contracts, resulting in the wrong tier being applied.

### What you need to do

Please follow the process below:

- All Salaried GP's should be consulted at the start of the financial year to obtain an estimate of forecasted earnings from all positions.
- You should work out the estimated Pensionable Pay for the year ahead and apply the relevant rate.

- After this, please contact the member near the year-end to confirm the actual figures, and if necessary, make an in-year adjustment to ensure the member has paid the correct contributions during the scheme year.
- On receipt of a completed Annex D form, Payroll should assess whether they have applied the correct rate during the year. If the incorrect rate has been applied, an in-year adjustment must be made to correct this.
- The in-year adjustment would be calculated by working out the correct Pensionable Pay, selecting the correct tier and calculating what was due, then deducting what has already been paid.

### Key dates

- **31 March 2022:** Any adjustments must be made no later than 31 March. Failure to do so will result in the 2021-22 Annual return being incorrect
- **March/April 2022:** You need to contact all Salaried GP's to get forecasted earnings for the 2022/2023 scheme year. Ensure correct rate is applied from April 2022.

### What we are doing

We are writing to all affected members who have under-contributed to the scheme. We intend to reconcile values with employers before we confirm to members exactly how much is owed.

### Any questions?

Please contact [SPPAContributions@gov.scot](mailto:SPPAContributions@gov.scot) if have any enquiries about this circular.

Many thanks

### Dev Day

Head of Customer Services  
25 March 2022