

Ref 24/97

12 March, 1997

Chief Executive Officer
Each Health Board

Chief Executive Officer/Secretary Manager
Each Public Voluntary and Joint Board Hospital

Chief Executive/Administrator
Each Mental Handicap Agency

DEPARTMENT
OF HEALTH
AND POISON
SUNSHINE

REMUNERATION OF NURSING GRADES

I am directed by the Minister for Health to refer to the recent agreement reached between employers and unions representing nurses in relation to their claim under the Programme for Competitiveness and Work. The sanction of the Minister may be assumed for the implementation of the arrangements set out in this circular. The totality of arrangements derive from Labour Court Recommendation 15450 and the prior "Blue Book" proposals. Copies of both documents are enclosed.

1. Productivity/Flexibility measures.

Details relating to the following items are to be found in the "Blue Book" document :

- Excessive Overlaps and Rotation
- Equality of Opportunity
- Health Safety and Welfare at Work
- Areas of Change in Nursing Management and Delivery
- Filling of Job-sharing/Career-break Posts
- Agency Nursing - Incremental Credit

Separate comprehensive details will issue in relation to the following items :

- Temporary Nurses - Conversion of Long-term Temps
- Early Retirement
- Pre-retirement Initiative

Your particular attention is drawn to the following items which should be implemented as soon as possible :

Technology

Agreement to co-operate fully with all aspects of the design, installation and operation of new technology. Management agree to full consultation with staff on technological change. Agreement that no technology related claims will be made in the future for the grades covered by this agreement. This agreement supersedes the earlier 'interim' compensatory arrangements on technology.

The employing authorities are committed to the development of the necessary skills and knowledge for their efficient use in new technology. Every effort will be made to encourage staff to familiarise themselves with new technology by way of training organised by the employing authorities, to meet local needs. The employing authorities are committed to drafting a policy for the internal and external training of staff involved with new technology as appropriate. Management are committed to a review in 5 years from the date of this agreement.

Monthly Paypath

Agreement to the introduction of monthly/4 weekly paypath (at the discretion of the employer) as soon as practical to do so, with staff having the option of a mid-monthly 'basic' advance payment.

Consultations to take place with the unions on the administrative details of these changes and to address such issues as the timetable for change. Briefing sessions at Health Board/Hospital level involving the banks at which they will address the issue of bank charges etc..

2. Salary adjustments.

The sanction of the Minister may be assumed for the first phase of implementation (i.e. with effect from 1 June 1996) of salary scales set out in appendix 1 for all grades up to and including Assistant Matron, A.C.N.O. and Superintendent Public Health Nurse. Revised scales for October 1996 and January 1996 are also included.

Separate communications will issue in relation to new banding arrangements for Matron/Director of Nursing/CNO, as well as pay for Tutor grades and other grades not normally included in the Consolidated Salary Scales book.

3. Assimilation Arrangements for Staff Nurse, Psychiatric Nurse and Dual Qualified Nurse Grades

The following points should be noted in relation to arrangements for the grades of Staff Nurse, Psychiatric Nurse and Dual Qualified Nurse:

- ♦ ***Assimilation to the new 10 point scale*** (8 point in respect of the Dual Qualified) should be on the basis of maximum to maximum (excluding LSI) and downwards for all

those staff who were in service on 28 February 1997. Staff appointed after that date who have no previous service should remain on the 1st point of the scale, those with previous service should be assimilated in the normal way with reference to the complete scale.

- Staff in these grades will be eligible for a **long service increment** with effect from 1 June 1996 for those with three years service or more at the maximum of the scale on that date. Please note that half of the value of the long service increment will be payable from 1 June 1996 (as outlined in the schedule). The full £650 long service increment will become effective from 1 June 1997. **Job-sharers** will benefit from long service increments on the same dates on a pro-rata basis for those with 3 years service at the scale maximum.
- **Temporary and part-time workers** in service on 28 February 1997 should also be assimilated on a maximum to maximum basis as an exceptional measure - e.g those on old 5th point go to new 6th point.
- **Incremental credit for temporary and part-time workers** will now be allowed up to the 7th point of the new scale. This should be implemented with effect from June 1996 for those that have 2 years or more on the 5th point at June 1996. Future movements for all others will be on basis of each additional point to be awarded on acquiring an additional equivalent years service (52 reckonable weeks in the case of part-time staff) up to a maximum of the 7th point.
- With regard to the **dual qualified scale** it should be noted that retention of this scale will be on a red-circled basis and personal to those nurses who are paid on the dual qualified scale on the date of this circular and for those in appropriate post-graduate training on that date only.
- With regard to **allowances**, this matter was considered by the Adjudication Board, which found that the location-based and qualification allowances should continue to be paid to all nurses qualifying for same until revised arrangements are agreed between the parties on this issue.

4. Assimilation of Ward Sister, Public Health Nurse and Equivalent Grades

- It should be noted that **assimilation to the new 10 point scale** (9 point in respect of the Junior Ward Sister) should be on the basis of maximum to maximum downwards for all those staff in service at 28 February 1997.
- Staff appointed after 28 February 1997 who have no previous service should remain on the 1st point of the new scale; those appointed after that date who have previous service in the grade should be assimilated with reference to the complete scale. For those promoted from staff nurse and equivalent grades normal starting pay on promotion rules will apply with reference to the full new scales for both grades. Difficulties arising from these assimilation arrangements may be raised with the Department.

5. Superannuation

Serving staff assimilated to the new scales, including the long service increment, who retire while on those scales, will be pensionable on the basis of those scales.

Staff who retire on or after 1 June 1996 should have their pension reviewed in the normal way, by reference to the rate of pay applicable to serving staff since 1 June 1996. Lump sums for these staff should be calculated by reference to the effective rates (now revised) on the date of retirement.

6. Payment of Retrospective Monies

Agencies will be conscious of the urgency of making some payments under this award given the nature of outcomes under the Labour Court Recommendation. All agencies are requested to treat as a matter of extreme urgency implementation of the revised scales and the payment of retrospection. Where it is not possible to pay full retrospective elements before mid-April, each agency is advised that the following schedule of "down-payments" on the retrospective element should be paid :

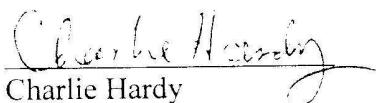
1. For those on staff nurse and psychiatric scales on points 1-8 (old scale) : £350
 2. For those on dual qualified scales on points 1-6 (old scale) : £350
 3. For those temporary whole-time workers in the above grades who have progressed along the incremental scale to points 3, 4 and 5 and who have been in service since June 1996 : £350
 4. For those on staff nurse, psychiatric or dual qualified scales @ max : £900
 5. For grades above staff nurse level (excluding those covered under separate circulars*) : £900
- (* i.e. Nurse Tutor grades / Matron & C.N.O. grades)

7. Funding of Award

Your non-capital allocation will be adjusted to take account of the cost involved. Because of the complexity of the settlement terms and the need for absolute accuracy in determination of overall funding requirements. Detailed costings will have to be provided in respect of the various elements of this agreement particularly in relation to grades where long service increments and changes in structures are a particular feature of the award. Further communication will issue in the coming week in relation to the details required for the purposes of adjusting financial allocations.

Work in relation to payments should begin immediately on the data now being provided. Any queries in relation to data contained in this circular should be directed to Liz Canavan (ext. 2423), Keith Comiskey (ext. 2424) or Adeline Murphy (ext. 2441).

Yours sincerely,



Charlie Hardy

Personnel Management & Development

Appendix 1: Amended Scales for June '96, Oct. '96, Jan. '97

Staff Nurse

June '96	Oct '96	Jan '97
14,030	14,240	14,382
14,381	14,597	14,743
15,001	15,226	15,378
15,635	15,870	16,029
16,260	16,504	16,669
16,850	17,103	17,274
17,420	17,681	17,858
17,921	18,190	18,372
18,426	18,702	18,889
18,799	19,081	19,272

LSI (1) +317 LSI +322 LSI +325 LSI

Psychiatric Nurse

June '96	Oct '96	Jan '97
14,364	14,579	14,725
14,723	14,944	15,093
15,241	15,470	15,625
15,741	15,977	16,137
16,256	16,500	16,665
16,704	16,955	17,125
17,174	17,432	17,606
17,715	17,981	18,161
18,255	18,529	18,714
18,928	19,212	19,404

LSI (1) +317 LSI +322 LSI +325 LSI

Junior Ward Sister

June '96	Oct '96	Jan '97
18,511	18,789	18,977
18,864	19,147	19,338
18,886	19,169	19,361
19,116	19,403	19,597
19,346	19,636	19,832
19,596	19,890	20,089
19,846	20,144	20,345
20,096	20,397	20,601
20,346	20,651	20,858

Nursing Officer (2)

June '96	Oct '96	Jan '97
18,497	18,774	18,962
18,872	19,155	19,347
19,245	19,534	19,729
19,622	19,916	20,115
19,852	20,150	20,352
20,082	20,383	20,587
20,332	20,637	20,843
20,582	20,891	21,100
20,832	21,144	21,355
21,082	21,398	21,612

Ward Sister

June '96	Oct '96	Jan '97
19,079	19,365	19,559
19,406	19,697	19,894
19,739	20,035	20,235
20,023	20,323	20,526
20,253	20,557	20,763
20,483	20,790	20,998
20,733	21,044	21,254
20,983	21,298	21,511
21,233	21,551	21,767
21,483	21,805	22,023

Nursing Officer (1)

June '96	Oct '96	Jan '97
18,999	19,284	19,477
19,370	19,661	19,858
19,744	20,040	20,240
20,124	20,426	20,630
20,354	20,659	20,866
20,584	20,893	21,102
20,834	21,147	21,358
21,084	21,400	21,614
21,334	21,654	21,871
21,584	21,908	22,127

Dual Qualified Nurse

June '96	Oct '96	Jan '97
15,870	16,106	16,267
16,395	16,641	16,807
16,883	17,136	17,307
17,305	17,565	17,741
17,751	18,017	18,197
18,141	18,413	18,597
18,794	19,076	19,267
19,461	19,753	19,951

LSI (1) +317 LSI +322 LSI +325 LSI

Assistant Matron 1

(formally Assistant Matron County Hospital/
Other Hospital over 160 beds)

June '96	Oct '96	Jan '97
21,205	21,523	21,738
21,627	21,951	22,171
22,036	22,367	22,591
22,895	23,238	23,470
23,284	23,633	23,869
23,735	24,091	24,332
24,158	24,520	24,765
24,577	24,946	25,195

**Theatre Sister
Clinical Instructor
Night Sister**

June '96	Oct '96	Jan '97
19,548	19,841	20,039
19,886	20,184	20,386
20,220	20,523	20,728
20,465	20,772	20,980
20,695	21,005	21,215
20,925	21,239	21,451
21,175	21,493	21,708
21,425	21,746	21,963
21,675	22,000	22,220
21,925	22,254	22,477

Assistant Matron 2

(formally Assistant Matron County Home)

June '96	Oct '96	Jan '97
19,787	20,084	20,285
20,233	20,536	20,741
20,677	20,988	21,198
21,096	21,412	21,626
21,535	21,858	22,077
21,978	22,307	22,530
22,413	22,749	22,976

**Home Superintendent
Unit Nursing Officer
Night Superintendent
Theatre Superintendent**

June '96	Oct '96	Jan '97
19,996	20,296	20,499
20,413	20,719	20,926
21,214	21,532	21,747
21,639	21,964	22,184
22,063	22,394	22,618

Assistant Matron 2

(formally Assistant Matron County Hospital/
Other Hospital 160 beds or less)

June '96	Oct '96	Jan '97
20,103	20,405	20,609
20,545	20,853	21,062
20,991	21,306	21,519
21,840	22,168	22,390
22,287	22,621	22,847
22,730	23,071	23,302
23,177	23,525	23,760

A.C.N.O

June '96	Oct '96	Jan '97
21,699	22,024	22,244
22,380	22,716	22,943
23,057	23,403	23,637
24,186	24,549	24,794
24,875	25,248	25,500
25,583	25,967	26,227

Public Health Nurse

June '96	Oct '96	Jan '97
----------	---------	---------

19,642	19,937	20,136
19,945	20,244	20,446
20,285	20,589	20,795
20,623	20,932	21,141
20,847	21,160	21,372
21,147	21,464	21,679
21,447	21,769	21,987
21,747	22,073	22,294
22,047	22,378	22,602
22,347	22,682	22,909

Senior Public Health Nurse

June '96	Oct '96	Jan '97
----------	---------	---------

21,106	21,423	21,637
21,532	21,855	22,074
22,377	22,713	22,940
22,810	23,152	23,384
23,245	23,594	23,830

Superintendent PHN

June '96	Oct '96	Jan '97
----------	---------	---------

23,631	23,985	24,225
24,320	24,685	24,932
24,657	25,027	25,277
25,143	25,520	25,775
25,555	25,938	26,197
25,973	26,363	26,627
26,867	27,270	27,543