# New to Partnership Payment Scheme

# Repayment of funds

Left role or retired

Left due to ill health

Change from equity share

Reduction in agreed sessions

Unrecognised absence

Approved by practice

Approved by practice

Approved by practice

Approved by practice

Approved by practice

Applicant completes a change form

Applicant completes reconciliation form

Relevant template letter issued to practice and the scheme participant detailing repayment process and figure will be added to designated financial spreadsheet

Mirrors the payment process

N2PP team email details of all payments to the relevant regional workforce lead (Include the relevant rows from the designated spreadsheet) requesting it is added to the PCSE system. Also advise that funds will be transferred and that the regional finance lead is aware. Email to be clear that funds need to be withheld from practice where repayment is necessary.

PC finance to email monthly transfer from the N2PP team

N2PP copy payment details on to the monthly transfer form and send to Fenella Gumbs (PC Finance) – instructions on the finance spreadsheet

PC finance advises regional finance leads that the funds will be transferred minus the repayment figure

Regional lead adds request on to the PCSE Payments system through their internal processes advising of the repayment needed

PC finance distribute funds to regional cost centre minus the repayment figure

PCSE withholds repayment amount from the practice contractual payments

Payments will be monitored by the PC Finance team through the GPFV toolkit

# New to Partnership Payment Scheme

# Repayment of funds

Background

When a participant joins the New to Partnership Payment Scheme, their supporting practice enters in to an S96 Financial Agreement with NHS England. This is signed by all the partners in the practice and an NHS England director and governs the funding for the scheme. The funds are the individuals own, however as NHS England are unable to pay an individual, payments are routed through the practice via the Primary Care Support England (PCSE) online system, the system through which General Practice contractual payments are made.

Repayment of funds

There are a number of reasons an individual may need to repay all or a proportion of their financial sum; namely that they do not continue to meet the scheme criteria:

* They leave their partnership within the five-year term (may be shorter for those on an APMs contract). This could be due to retirement, stepping down or ill health. Where they leave due to a terminal illness or in the unfortunate instance where the partner dies, funds will not need to be repaid.
* The partner no longer receives an equity share.
* The partner has reduced the number of sessions they undertake.
* The partner takes a break from their partnership that does not include maternity, paternity, adoption, or sick leave.

As it is the practice that entered in to the S96 agreement with NHS England they are liable for the repayment sum and they should make their own arrangements for the participant to repay them.

When NHS England are made aware that the participant no longer meets the criteria for the scheme, an official letter explaining the repayment process will be sent to the practice and arrangements will be made to withhold that amount from their next payment through PCSE online.

For further information please contact: england.newtopartnershipenquiries@nhs.net