

NHS Pension Scheme: Claim for 'GP SOLO' work from April 2021

This form must be completed when a GP provider or surgery based salaried GP performs fee based self-employed ad-hoc work, for example Out of Hours (OOHs), clinical commissioning group (CCG), or GP appraisal work, etc. Please read the guidance notes before completing the form.

- The GP SOLO form **may be completed every month or annually**. Where an annual SOLO form is preferred NHS Pension Scheme contributions must still be paid every month.
- The employer contribution rate is 14.3% of pensionable pay plus the Scheme administration levy of 0.08%. The total to be paid over in year 2021/22 is therefore 14.38%.
- In England, the employer (e.g. the OOHs provider or CCG) must send this form and the correct contributions to the host employing authority (EA), which is NHS England / Primary Care Support England (PCSE). If your organisation has chosen to send annual GP SOLO forms please refer to guidance on PCSE's website.
- In Wales, the employer must send this form and the correct contributions to the Local Health Board (LHB).
- Do not use this form if the service level agreement is with a surgery and the payment is made directly to the surgery (pooled) rather than to an individual GP. The 14.38% employer contribution and administration levy must be included in the payment.

Part 1: To be completed by an authorised signatory (e.g. payroll manager) of the employer

Member Name

National Insurance number

NHS Pension Scheme Membership (SD) Number

Unique Paying Reference (UPR) S O L 2 0

EA code:

Please enter the dates the payment below relates to:

From / / to / /

Pay made to the GP, **excluding** NHS Pension Scheme employer 14.38% contributions, £ A

Professional NHS expenses. Enter NIL if no expenses incurred. £ B

GP's NHS pensionable pay (A - B) £ C

NHS Pension Scheme tiered employee contribution rate (5%, 5.6%, 7.1%, 9.3%, 12.5%, 13.5%, 14.5% of Box C) % D

Employee contribution amount (C x D)	£	E
Additional contributions for added years	£	F
Additional contributions for additional pension	£	F
Additional contributions for NHS money purchase AVC scheme	£	F
Additional contributions for early retirement reduction buy out (ERRBO)	£	G
Total employee contributions (E + F + G)	£	H
Total paid to member after deducting all employee contributions (C - H)	£	I
NHS Pension Scheme employer contributions plus administration levy (14.38% of Box C)	£	J
Total NHS Pension Scheme contributions (H + J)	£	K

Declaration: I certify that this NHS Pension Scheme Employing Authority paid the GP the amount shown in Box A. The pensionable pay is as stated in Box C and employee contributions have been deducted at the correct tiered rate taking into account the GP's global pensionable income.

I have paid the amount shown in Box K to PCSE or the LHB by electronic transfer or by other means. Please read the guidance notes before making the payment.

Signature / Name:

Name of NHS Pension Scheme employing authority (in BLOCK CAPITALS)

Date: / /

Part 2: To be completed by the GP

I am a qualified GP eligible to join the NHS Pension Scheme and my pensionable pay is as stated above. I have paid employee contributions at the correct tiered rate taking account of all of my GP NHS pensionable income. I understand that if I have not provided my contribution rate the 14.5% rate will be applied. I declare that all the information on this form is correct and that I have not undertaken this work under a commercial arrangement such as trading as a limited company.

Name

Signature

Date / /

How we use your information

The NHS Business Services Authority – NHS Pensions will use the information provided for administering your NHS Pension Scheme membership and processing payment of your NHS pension benefits. We may share your information to administer and pay your NHS pension, enable us to prevent and detect fraud and mistakes, for debt collection purposes, as required by law. For more information about who we share your information with and how long we keep your personal data and your rights, please visit our website at www.nhsbsa.nhs.uk/yourinformation.