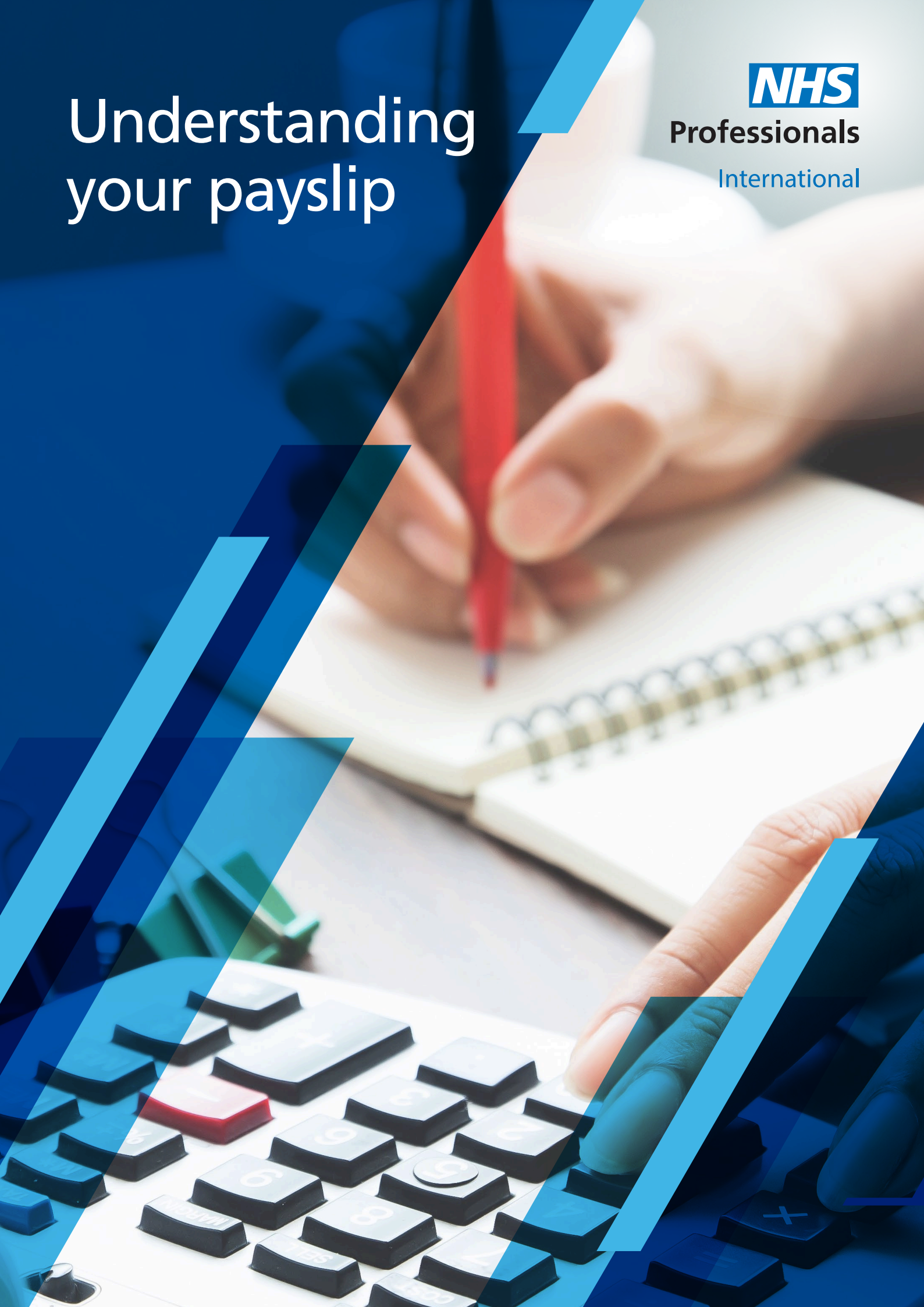


Understanding your payslip

NHS

Professionals

International



Welcome to our beginner's guide to understanding your NHS payslip. This document is designed to give you an overview of the different sections that make an NHS payslip, to help you understand your finances effectively within the National Health Service.

Please note: your payslip may look different to the example below but it's likely to include similar information. If you have any further questions, please contact international@nhsprofessionals.nhs.uk

Employee & PAYE Information

Assignment Number – This should be quoted in all correspondence and will be suffixed with -1, -2 etc if you have more than one post

Payscale Description - Payscale which you are paid on

Sal/Wage - Full Time salary for grade

Inc. Date - Date of your next pay step/increment or when you reached the maximum point of your payscale

Standard Hours – Contracted hours


PT Sal/Wage - Salary paid, this shows as a reduced amount if you are part time

Tax Office Name - Tax Office that is responsible for your employer's Tax Account

Tax Office Ref - This is required if you need to speak to HMRC

Tax Code – Code as allocated by HMRC

NI Number - National Insurance Number

ASSIGNMENT NUMBER		EMPLOYEE NAME		LOCATION			
20066058		MRS. TEST EMPLOYEE		504 ESRH			
DEPARTMENT		JOB TITLE		PAYSCALE DESCRIPTION			
A & E Department		Staff Nurse Band 5 - Emergency		Review Body Band 5			
	SAL/WAGE		INC. DATE		STANDARD HRS.		
	31534.00		15 NOV 2022		37.5		
		PT SAL/WAGE					
		31534.00					
TAX OFFICE NAME		TAX OFFICE REF		TAX CODE			
Dummy Office Name		999/Z9999		1382L CUMUL			
				NI NUMBER			
				JN654321C			
PAY AND ALLOWANCES (- = MINUS AMOUNT)					DEDUCTIONS (R INDICATES REFUND)		
DESCRIPTION	WKD/EARNED	PAID/DUE	RATE	AMOUNT	DESCRIPTION	AMOUNT	BALANCE CF
Basic Pay	162.95	162.95	16.1270	2627.83	PAYE	359.00	
Night Duty EN	2.00	0.60	16.1270	9.68	NI A	319.42	
Saturday OT	3.00	4.50	16.1270	72.57	NHS Pension 9.3%	286.76	
Unsocial EN	2.00	0.60	16.1270	9.68			
Weekday OT	2.00	3.00	16.1270	48.38			
Outer London				394.18			
On Call - Weekday	3.00	3.00	11.9200	35.76			
A/C Absence				6.27			
A/C Absence NP				29.34			
Year To Date Balances (This Employment Only)				This Period Summary			
GROSS PAY		6637.21		TAXABLE PAY		6063.17	
NI LETTER		A		TAX PAID		751.60	
NI PAY		6637.21		OTHER NI PAY			
NI CONTS		661.34		PREVIOUS TAXABLE PAY		0.00	
				PREVIOUS TAX PAID		0.00	
PENSIONABLE PAY		6172.45		PENSION CONTS		574.04	
SD REF NUMBER		87654321		EMPLOYEE NO.		20066058	
				PENSIONABLE PAY		3083.40	
				TAX PERIOD		2	
				FREQUENCY		Monthly	
				PERIOD END DATE		31 MAY 2022	
				PAY DATE		25 MAY 2022	
				PAY METHOD		BACS	
				TAXABLE PAY		2946.93	
				NON-TAXABLE PAY		0.00	
				TOTAL PAYMENTS		3233.69	
				TOTAL DEDUCTIONS		965.18	
				NET PAY		2268.51	

Pay & Allowances

Description – Details all payments made in the pay period
Wkd/Earned – Total hours worked
Paid/Due - Number of hours payment is calculated on
Rate – Amount the allowance is calculated on, e.g., hourly rate
Amount - Payment that will be made

Deductions

This shows all the statutory and voluntary deductions that will be made from your pay

ASSIGNMENT NUMBER 20066058		EMPLOYEE NAME MRS. TEST EMPLOYEE		LOCATION 504 ESRH	
DEPARTMENT A & E Department		JOB TITLE Staff Nurse Band 5 - Emergency		PAYSACLE DESCRIPTION Review Body Band 5	
		SALWAGE 31534.00	INC. DATE 15 NOV 2022	STANDARD HRS. 37.5	PT SALWAGE 31534.00
TAX OFFICE NAME Dummy Office Name		TAX OFFICE REF 999/Z9999	TAX CODE 1382L CUMUL	NI NUMBER JN654321C	

PAY AND ALLOWANCES (- = MINUS AMOUNT)					DEDUCTIONS (R INDICATES REFUND)		
DESCRIPTION	WKD/EARNED	PAID/DUE	RATE	AMOUNT	DESCRIPTION	AMOUNT	BALANCE CIF
Basic Pay	162.95	162.95	16.1270	2627.83	PAYE	359.00	
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Saturday OT	3.00	4.50	16.1270	72.57	NHS Pension 9.3%	286.76	
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Outer London				394.18			
On Call - Weekday	3.00	3.00	11.9200	35.76			
AFC Absence				6.27			
AFC Absence NP				29.34			

Year To Date Balances (This Employment Only)				This Period Summary					
GROSS PAY	6637.21		TAXABLE PAY	6063.17		PENSIONABLE PAY	3083.40	TAXABLE PAY	2946.93
NI LETTER	A		TAX PAID	751.60		TAX PERIOD	2	NON-TAXABLE PAY	0.00
NI PAY	6637.21	OTHER NI PAY	PREVIOUS TAXABLE PAY	0.00		FREQUENCY	Monthly	TOTAL PAYMENTS	3233.69
NI CONTS	661.34	OTHER NI CONTS	PREVIOUS TAX PAID	0.00		PERIOD END DATE	31 MAY 2022	TOTAL DEDUCTIONS	965.18
PENSIONABLE PAY	6172.45		PENSION CONTS	574.04		PAY DATE	25 MAY 2022	NET PAY	2268.51
SD REF NUMBER	87654321		EMPLOYEE NO.	20066058		PAY METHOD	BACS		

Year To Date Balances

This section shows the total amounts you have received and had deducted in the current tax year to the end of the period you are being paid for.
 PAYE details will be included in your P60 at the end of the tax year.
 Pension details will be added to your NHS Pension record.
 SD Ref Number is your Employee reference number for your NHS Pension and should be quoted in any correspondence you have with NHS Pensions.

This Period Summary

This shows the total amounts you have received and had deducted in the current pay period.
 It includes details of the date you will be paid, how you will be paid e.g. BACS and how much will be paid (Net Pay).