



Caring is our passion... Compassion is our belief...

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Time Keeping & Attendance

Policy Number 03

Introduction

NOA HEALTHCARE expects Members to complete assignments according to the provisions detailed by the Client.

Policy

Each Member is attributed a Loyalty Quotient when their membership is confirmed.

Loyalty Quotient is applied to prioritising assignment allocation.

Should a member be either late for, or fail to attend an assignment (non-compliance), it will have a negative effect upon their Loyalty Quotient.

Repeated non-compliance may be investigated and can ultimately lead to termination of membership.

Policy Origin

In House Policy.

References

POL/002/14

Date Policy Active.

To be determined once verified by the management group.

Review Date.

12 months after verification.

Quality Assurance Reference

POL/ 03/ 14