



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

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## Sickness and Other Leave

Policy Number 38

Introduction

*NOA Healthcare has work related contractual arrangements with three distinct staffing groups. The sickness and other leave needs of each group are managed separately.*

Policy

*NOA Staff are employees, their sickness reporting, sickness allowance and other leave arrangements are detailed within individual contracts.*

*For Members' who are contracted through a Limited Company or Umbrella Company, that Company is responsible for all recording and administration of all Statutory Sick Pay, Employment and Support Allowances, Statutory Maternity Pay and Maternity Allowance. Individual contracts detail requirements for cancellation of assignments due to Sickness.*

*For Members' who are contracted directly with NOA Healthcare, they are contracted for assignments only; the contract does not include any period in between assignments. Therefore, NOA Healthcare does not usually pay sickness, maternity pay or allowances. Members' may be eligible for Statutory Sick Pay provided that s/he meets the relevant statutory criteria. Members should make enquiries at local DSS or DWP office with regard to sickness and other benefits. Individual contracts detail requirements for cancellation of assignments due to Sickness.*

*In all cases Loss of earnings incurred through Jury Duty can be claimed through the court.*

Policy Origin

*In House Policy.*

References

*Social Security Contributions and benefits Act 1992; Working Time Regulations*

Date Policy Active.

*To be determined once verified by the management group.*

Review Date.

*12 months after verification.*

Quality Assurance Reference *POL/38/16*