



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

NOA Healthcare Ltd., Margaret Powell House, 417 Midsummer Boulevard, Milton Keynes, MK9 3BN
Tel: 020 3130 1773 • www.noahealthcare.co.uk • Email: info@noahealthcare.co.uk

Information Obtained from a Client

Policy Number 45

Introduction

NOA Healthcare Ltd believe it is essential for Members' to have comprehensive information regarding prospective assignments and to be assured, following the appropriate qualifying period, they are have the same entitlements as permanent staff, thus enabling them to make an informed choice when deciding whether or not to accept that assignment.

Policy

NOA Healthcare will obtain the following information from each Client:-

- *Health and Safety Issues which the member should be aware of.*
- *Any known risks and strategies in place to reduce the risk.*
- *Conditions of service enjoyed by permanent staff, including pay rates and annual leave entitlements.*
- *Job specification, specific location, shift times, required grade and payment rate.*

The information is either communicated to Members' when they are informed of an assignment by text or email, or when they log in to NOA JMS online system.

Policy Origin

In House Policy

References

Agency Worker Regulations 2010

Date Policy Active.

March 2016.

Last Review Date

July 2016

Quality Assurance Reference

POL/ 45/ 16