



Birmingham and Solihull **NHS**
Mental Health NHS Foundation Trust

Training Agreement

between

Birmingham and Solihull Mental Health NHS Foundation Trust, Bl, 50 Summerhill Road,
Birmingham Bl 3RB

and

This sets out the main Terms and Conditions of a Training Agreement under which individuals are hosted as a Trainee by Birmingham & Solihull Mental Health NHS Foundation Trust for the duration of the training agreement.



Improving mental health wellbeing

SECTION 1

Please sign both copies of this document, keeping one for your own reference and returning the other within two weeks of receipt to your line manager. It is ven^e important that you return

the second copy as soon as possible. You are advised to read this document carefully and to take up any queries as early as possible.

You may be required to vary the pattern of your working week to meet the needs of the Trust. This will be at your manager's discretion with due notice being given.

Training Title	Trainee Clinical Psychologist
Qualification	Clinical Psychology Doctorate
Reporting To	
Location	BI Trust HQ Admin Base
Date of Appointment to Training Agreement	1-Oct-2018
End Date of Training Agreement	30-Aug-2021
Hours Per Week	37.5 hours per week
Salary	228,050 per annum, pro rata
Probation End Date	31-Mar-2019

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1. Conditions of Training

1.1 You will be required to undertake a period of training and development and complete within the period specified in this training agreement, to obtain a qualification as set in SECTION 1.

2. Training Terms and Funding

2.1 The period of your training agreement is set in SECTION 1. The current remuneration is set out in SECTION 1. You will be paid monthly.

2.2 Failure to complete academic and work-based outcomes required of the course may affect the trainee's training and subsequently your training agreement with the Trust may be terminated.

2.3 Trust trainees are expected to conduct themselves in a professional manner at all times whilst at college or at the Trust. To ensure professional standards are maintained the line manager will request information concerning conduct, attendance and academic achievement from the learning provider on a regular basis.

2.4 Trainees must follow Trust policy and guidelines at all times. A trainee may face disciplinary action if they fail to do so. Trainees are actively encouraged to liaise with their line manager if they are unsure about Trust guidelines and procedures.

The training agreement may be suspended for an interim period of time only in agreement with the line manager and training division, and in exceptional circumstances. It remains the responsibility of the individual being trained to immediately bring to the attention of the line manager any circumstance that may affect their ability to complete any component of the course.

3. Probationary Period

3.1 For the first six months of your employment with the Trust you will be subject to a probationary period and your training contract may be terminated during this period at any time on one week's prior

notice, if your performance, conduct or attendance is unsatisfactory. During the probationary period your performance and suitability for continued training will be monitored. Your probationary period will end as set out in SECTION 1.

4. Annual Leave

4.1 Annual Leave entitlement is determined under the Agenda for Change terms and conditions, which are outlined in the Trust Annual Leave policy.

Total years of NHS Service	Entitlement
0 – 5 years	27 days annual leave + 8 public holidays
5- 10 years	29 days annual leave + 8 public holidays
Over 10 years	33 days annual leave + 8 public holidays

4.2 Any other types of leave (carer/special) must be agreed and appropriately authorised with the line Manager.

5. Trainee responsibilities

5.1 Trainees must attend all academic and work based sessions as required by their chosen course. Episodes of sickness and absence must be reported in accordance with Trust and policies.

5.2 Trainees are encouraged to have an honest, open dialogue with their line manager and advise them of any difficulties they face as early as possible.

5.3 If the trainee chooses to discontinue their training then their training contract will cease and be classed as a resignation from the trainee agreement.

6. Working Hours

6.1 Your normal working hours are set out in SECTION 1 (exclusive of meal times). You may be required to participate in any on-call rota/shift pattern operating within your placement area.

6.2 To meet the needs of the service, you may be required to be flexible in your approach to working patterns (internal rotation) details of which will be given to you by your placement area.

6.3 The Working Time Directive limits you working hours to an average of 48 per week. The weekly hours are averaged over a period of 17 weeks. Should you wish to work in excess of 48 hours per week you must request and sign an 'opt out' form. This form is an agreement to retain the right to work more than 48 hours. The agreement will last for 12 months and you may cancel it at any time by giving seven days' notice in writing to your line manager.

7. Upon Completion

There is no automatic right to a permanent role at the end of the training period.

The training agreement will cease automatically at the end date (as quoted in SECTION 1) there will be no entitlement to redundancy.

Recruitment Manager

ACCEPTANCE

I have read, understand and accept the terms as stated and referred to in this Document relevant to my training agreement with the Trust. I also hereby authorise the Trust to make any lawful deductions from my training salary or any other monies due to me in respect of monies owed to the Trust.

Name •.....

Signed •.....

Date •.....