

GMTS Placement Organisation

Corporate HR

Stella House
Goldcrest Way Newburn
Riverside Newcastle
upon Tyne NE15 8NY

Tel: 0191 203 5706

Email: wendy.price10@nhs.net

Website: nhsbsa.corporatehr@nhs.net

31/07/2020

Dear Sir/Madam

NHS Graduate Management Training Scheme – Pre-employment Checks and Liability Insurance

I am writing to confirm as part of the pre-employment process and in line with NHS Employment Checks Standards, the following checks have been carried out for all candidates offered a place on the NHS Graduate Management Training Scheme:

- Two satisfactory references
- A traceable three year history
- Medical Clearance Proof of identification
- The Right to Work in the UK
- Proof of degree qualification
- A Standard DBS Check (An enhanced DBS where applicable)

The NHS Business Services Authority (NHSBSA) act as 'host' employer for the NHS Graduate Management Training Scheme on behalf of the Leadership Academy. I can also verify that any Employers Liability claims made in the event of personal injury, injury to a patient or member of the public, other staff members or NHS property, suffered as a result of the negligence of any NHS Graduate Management Trainee will be the responsibility of the NHS Leadership Academy.

The NHSBSA has liability insurance which is covered by the NHS Litigation Authority.

Please note, no further confirmation or completion of Trust specific documentation will be completed by the NHS BSA following contract issue.

Please do not hesitate to contact me either by telephone or email to discuss matters further. My direct email address is wendy.price10@nhs.net.

Yours sincerely

Wendy Price

HR Advisor For and on behalf of the NHS Graduate Scheme