

Introduction

We're delighted that the 1st January 2015 Project Pathway implementation passed successfully without major incident. This was a complex project to deliver but the end result is that all direct hired and former RoE employees are all now employed by Viapath, under a tax-efficient structure and with the same roles, responsibilities, terms and conditions as applied on the 31 December 2014.

The project is now nearing completion with our last major milestone on the plan - our January payroll.

In the meantime we'd like to take this opportunity to thank you for your feedback, questions and overall engagement in the project. Clearly it was a big personal step for many but we admire and appreciate the professionalism you showed in delivering our vital service during this period. **Thank you.**

Paydate

Remember our pay date is now 24th of the month (23rd this month because of the weekend)

Please let us know if you become aware that any of the personal details held on file for you may be incorrect.

Email:

viapathpayroll@viapath.co.uk

Right to work checks

Don't forget that it's part of TUPE law that Viapath have to carry out 'right to work' checks within 60 days of the transfer taking place.

Who does it affect?

- All former RoE staff will need to be checked, even though we know that some of you may have recently completed this exercise with your Trust.
- A number of directly hired employees will also be re-checked. These will be identified at random and you will be notified if you have been selected.

To conduct a check, we must:

- See your original documents
- Check that the documents are valid with you present
- Make and keep copies of the documents and record the date we made the check

Most checks will take place from w/c 19 January and need to be complete by 2 March 2015.

HR has, and will continue to visit our different sites to explain and discuss the process.

Payslips

In a previous edition of Our Onward Journey we explained that the current Viapath payslip is less detailed than the payslip former RoE employees are used to. We also explained that we would make a decision early in January as to when we would introduce a new Viapath payslip with a greater level of detail shown and which is more in keeping with those that the NHS provide.

The planning that needs to take place before we can make this switch for all Viapath's employees is more complex than we had first anticipated. Given the payroll team's current focus is on ensuring the January payroll runs smoothly, we have taken the decision to defer the introduction of a new payslip until the beginning of the new tax year in April.

This means that between January and March everyone will receive the current standard Viapath payslip.

We recognise that former RoE employees may have some questions about this, so we'll be arranging for a member of the payroll team to be available on your site soon, so that you can simply drop-in and ask any questions.

Got any final Pathway questions?

Contact:

pathway@viapath.co.uk