

*This factsheet is designed for the use of the National Health Service Superannuation Scheme (Scotland) and can be read in conjunction with the member's guide*

**Introduction**

Part-time working is where a member works anything less than the required standard hours for that job, usually in the NHS this is 37.5 hours per week. There are no restrictions on the number of part time posts a member can have, though for pensionable purposes, the maximum is the full time amount of 365 days per year. There are no minimum amount of hours a member needs to work to be able to join the pension scheme. From 1 September 1997 an employee automatically becomes a member of the pension scheme, regardless of the hours they work.



**Retirement Benefits – Salary**

Members who work part time have their pensionable pay converted to the whole time equivalent (WTE)

For example:

A member who works 17 hours per week and receives pensionable pay of £12,000 per year, the pensionable pay earned would be converted as follows:

Part time hours = 17

Full time hours = 37.5

$$£12,000 \times 37.5/17 \text{ WTE} = £26,470.58$$

This is the value of pensionable pay which would be used in the calculation of the members benefits.

However, converted part-time pensionable pay should not exceed the whole time salary rate unless there are other superannuable payments which will attract an enhancement.

## **Pensionable Service**

For part time members the service is calculated on the actual working pattern.

For example:

A member who has been in the scheme 20 years, has worked full time the first 15 years but has worked 18 hours per week for the last 5 years up till their retirement,

15 years full time service +

5 years part time service  $(5 / 37.5 \times 18) = 2$  years 146 days

= a total service of 17 years 146 days.

## **Bank post**

Members can contribute to the scheme through bank posts, however, if you do not contribute to a bank post for 3 months, the post will be terminated for pensionable purposes.

## **Questions**

If you are unclear about any aspect of this factsheet or have a specific question that is not answered by the information above, you can get in touch with us through the contact us information given on our website: [www.sppa.gov.uk](http://www.sppa.gov.uk)