



South East Coast Ambulance Service NHS Foundation Trust (SECamb) relocation package

As a Trust, we are committed to ensuring that your relocation to a new Country will be as smooth as possible. We are able to offer the following support as a relocation package for any overseas Nurse joining the organisation;

Claimable costs to be reimbursed on arrival to the UK via your first salary	Cost claimable
Tier 2 visa (3 years) via shortage occupation list	£464
Health surcharge	£600
International criminal record check (certificate of good standing)	£105
Flight to UK	£800.00
Other essential cost individually assessed by HR, to include any medical required	£500.00
Total maximum reimbursement for candidates	£2469
Additional costs which will be covered by SECamb	
Certificate of Sponsorship and Tier 2 Visa employer costs	
Meet and greet at your arrival airport, including transfers to your accommodation	
Accommodation on arrival in the UK for up to 4 weeks	
Post relocation support for up to 3 months via our relocation support partner	
NMC Application costs and support	
Part 2 test of competence (OSCE) costs and support	
Where required 1 resit for OSCE costs and support	
Admission onto NMC register costs and support	

Support

SECamb will support you with your visa application by providing you with your Certificate of Sponsorship (CoS). You will need to book a visa appointment locally upon receipt of your CoS.

Our relocation partner will assist you in booking your CBT prior to applying for your NMC registration. We will provide accommodation for your first 4 weeks in the UK, along with support in finding suitable long term accommodation for you. We will also support you to gain a UK bank account, National Insurance number, help you to register with a local GP and provide you with an overview of your local community.

Repayment

Should you leave the Trust within the 3-year employment term of your own accord, the claimable costs will need to be paid back to the Trust on a sliding scale as follows:

- if you cease employment with the Trust before you attend the training course but the Trust has already incurred liability for the Costs, 100% of the Costs or such proportion of the Costs that the Trust cannot recover from the course provider shall be repaid;
- if you cease employment with the Trust during the training course or within 12 months of completing the training course, 100% of the Costs shall be repaid;
- if you cease employment with the Trust more than 12 months but no more than 24 months after completion of the training course, 50% of the Costs shall be repaid;
- if you cease employment with the Trust more than 24 months but no more than 36 months after completion of the training course, 25% of the Costs shall be repaid.
- Thereafter, no repayment shall be required.

Your Personal Information

During the course of its employment activities, South East Coast Ambulance Service NHS Foundation Trust collects stores and processes personal information about prospective, current and former staff.

We have a legal basis to process your personal information as part of your contract of employment (either permanent or temporary) or as part of our recruitment processes following strict data protection and employment legislation.

We recognise the need to treat candidates and staff personal and sensitive data in a fair and lawful manner. No personal information held by us will be processed unless the requirements for fair and lawful processing can be met. Our staff are trained to handle your information correctly and protect your confidentiality and privacy.

We maintain high standards, adopt best practice for our record keeping and regularly check and report on how we are doing. Your information is never collected or sold for direct marketing purposes.

In line with our organisation policy your personal information is securely held and in line with Records Management Code of Practice for Health and Social Care 2016. It will only be accessed by those individuals who have a legitimate / legal basis reason. If your information is to be processed for any other purpose then your explicit consent will be requested unless there is a legal requirement, such as complying with a Court Order.

As part of our pre-employment checks, your personal information will be shared with ADP, our compliance partner.

Any disclosures of personal data are always made on case-by-case basis, using the minimum personal data necessary for the specific purpose and circumstances and with the appropriate security controls in place. Information is only shared with those agencies and bodies who have a "need to know" or where you have consented to the disclosure of your personal data to such persons.

For further information please refer to our Trust Employee Privacy Notice and Your Information Leaflet, both of these are available to view on our website; www.secamb.nhs.uk

Should you have any questions relating to our relocation package, please contact recruitment@secamb.nhs.uk