

Discretionary Points Application Form

☐ Mandatory questions are marked with an asterisk (*)

Section 1 - Applicant Information

Note that Webropol pre-populated the following information when you clicked on the link to open this survey.

- Payroll number
- Sector/Directorate
- Job Title
- Unique ID No
- Date of last award

2. Your information *

Current Specialty _____

Clinical Director* _____

*If you hold a medical management role please insert your next in line manager.

3. Principal Employer *

- ☐ NHSGGC
- ☐ University of Glasgow

4. Hospital / Other Site *

Base: _____

Note: this application should only cover activities since last award up to 31 March 2025. If this is your first application you can put in information from the date of your appointment to the

Consultant grade.

Section 2 - Applicant Awarded Points Last Year (Exceptional Applications)

Applicants usually only apply for discretionary points every 2 years. If you were awarded a point(s) last year and wish to be considered this year, for exceptional reasons only, please indicate the reasons here.

5. Please detail

1250 characters left

Section 3 - Limit of Discretionary Points

6. If you wish to limit points awarded indicate maximum points here.

- ☐ 1
- ☐ 2

Section 4 - Most Recent Job Plan

7. Please detail the split of PAs in your current job plan *

Number of Direct Clinical Care PAs

Number of SPAs

Number of External Duties PAs

Number of Additional Responsibilities PAs

Number of Medical School PAs

Number of EPAs

8. Total number of current PAs *

Current PAs

9. Brief description of DCC Activity in Job Plan *

[illegible]

1000 characters left

10. Brief description of SPA Activity in Job Plan *

[illegible]

1000 characters left

11. Brief description of EPAs in Job Plan

[illegible]

12. Other Remuneration Activity (e.g. ANR, External Duties and Medical School). Please provide a summary of all activities attracting remuneration.

Section 5 - Application Details

Only activity undertaken since any previous discretionary points have been awarded, up to 31st March 2025 will be considered. The allocation of discretionary points will be based entirely on the information provided on Section 5 of your application form. If information is not included, it cannot be used in the assessment. Please ensure that specific time periods and dates are used for work/tasks undertaken in the written submissions. For further guidance on how to complete your application please refer to the document: Discretionary Points - Guidance and Completion 2025 which can be [downloaded on HR Connect](#).

13. Professional activities e.g. quality of clinical care, service development (16 points).

14. Professional leadership (4 points)

1000 characters left

15. Contribution to improving health of the population (4 points).

1000 characters left

16. Contribution to professional and multi-disciplinary team working (4 points).

1000 characters left

17. Research, innovation and service improvement (4 points).

1000 characters left

18. Clinical audit (4 points)

1000 characters left

19. Medical teaching and training (4 points).

1000 characters left

20. Contribution of training to other groups (4 points).

1000 characters left

21. Wider national contribution to the work of the NHS (4 points).

1000 characters left

22. Any other factors that should be taken into account? (Not scored)

1250 characters left

23. Research and Publications. If applicable please provide a list of references for audit and research publications. Applicants who fail to anonymise bibliography will have application disqualified.

8000 characters left

24. Date of Submission *

Date:

dd.mm.yyyy

Please read the following checklist before submitting your form to ensure you have met all the requirements.

- If you were awarded points the last year please ensure that you have completed section 2
- Please check the information provided in Section 4 is correct and is based on your most up to date job plan
- Please check that your application form has been **anonymised** as failure to do so will result in your disqualification from this process

Declaration Reminder:

By submitting this form, I declare that the information provided is accurate. I understand that this form may be subject to review as part of the application audit process.

Please remember to complete the **Equality Monitoring Form** as it is a requirement of the Discretionary Points process.

A private link to the Equality Monitoring Form was sent to you in a separate email on the same date you received your invite to apply. Please contact the Discretionary Points mailbox discretionary.points@nhs.scot if you did not receive or cannot find your link to the Equality Monitoring Form.

Applicants are advised to save the final version of their form using the 'Save' Tab' below before submitting their form.

On the next page you will have the opportunity to review your submitted application form. You will also have the option to save your form in pdf format and also email it to yourself.

Once you have submitted your application form you will automatically receive an acknowledgement email from the Discretionary Points mailbox to confirm that your application has been successfully received. If you do not receive this email please contact the Discretionary Points mail box – discretionary.points@nhs.scot by the closing date indicated in your invite letter.

Once you have completed your application form and read the **checklist** above please select

SUBMIT below to complete the application process.

Please select FINISH on the next page to exit the form

At the end of this form remember to select FINISH