

West of Scotland Regional Medical Staff Bank Financial Year End Pay Arrangements



This newsletter contains important information regarding changes to the payroll cut off dates for the signing off of shifts on the BankStaff system, over the financial year end 2022-2023.

- Changes have been made to current Bank timesheet deadlines to accommodate payroll financial year end.
- Worked Bank Shifts require to be authorised via the Allocate BankStaff system to ensure payment.
- We have contacted all staff responsible for authorising timesheets to remind them of the importance of authorising Medical Bank doctors' timesheets by the revised deadlines, or to ensure alternative arrangements are in place.

The pay dates that Bank doctors will receive payment for shifts worked and authorised are outlined below:

Date Shift Worked	Deadlines for Authorising Online Timesheets	Payment will be made on
Friday 10 th March 2023 – Tuesday 14 th March 2023	12pm on Wednesday 15th March 2023	Friday 24 th March 2023
Wednesday 15 th March 2023 – Monday 20 th March 2023	12pm on Tuesday 21st March 2023	Friday 31 st March 2023
Tuesday 21 st March 2023 – Thursday 30 th March 2023	12pm on Friday 31st March 2023	Thursday 6 th April 2023

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