NHS Pensions - Application to contribute to the NHS Pension Scheme under a Section 7(2) Direction (SD65)

Important notes for the Direction Employer

Access to the NHS Pension Scheme is only available to an employee who fully satisýes the criteria detailed in a section 7(2) direction (ótheirection documentô).

An eligible employee must make an application to contribute to the NHS Pension Scheme within 3 months of the date of commencement of the relevant employment. As such this form should be given to the eligible employee at the earliest opportunity.

The employee may only commence contributions in accordance with the effective date as detailed in the direction document.

Important notes for the Employee

If your employment fully satisýes the criteria detailed in a section 7(2) direction (ótheirection document) you may make an application to contribute to the NHS Pension Scheme.

This form is your application to pay contributions into the NHS Pension Scheme.

You must return the completed form to your employer within 3 months of commencing employment. If your application is late it may have to be turned down.

Notes for Medical School Employment Only

You may only apply to contribute to the NHS Pension Scheme if your employment is in that part of the Medical School in which instruction is given to Medical or Dental students only, or in a post graduate institute for medical or dental research.

You cannot contribute to the NHS Pension Scheme if you have been transferred from the NHS to the Medical School under a NHS Re-organisation initiative.

Part 1 To be completed by the employee

Membership Number (if you know it)

SD /

National Insurance number

To

Name of your new employer

Address of your new employer

Post code

Surname

Former surname (If applicable)

Other names

Date of birth

/ /

Name of last place of NHS work

Full address of last place of NHS work

That job ended on:

Post code

Did you contribute to the NHS Pension Scheme during this employment? Yes No

If 'No' did you opt out of the NHS Pension Scheme? Yes No

Did you take out an AVC contract in this previous NHS employment? Yes No

I do not wish to pay contributions to the NHS Pension Scheme

I want to pay pension contributions during my present job as:

which started on:

Signature

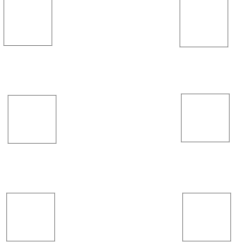
Date

Data Protection Act 1988: Fair Processing Notice

The NHS Business Services Authority - Pensions will only use the information that you have provided on this form for as long as is required by law. Your details will then be removed from our files. We will not transfer your Personal Data outside the European Economic Area or disclose it to any third party other than for the purposes of detecting and preventing fraud and errors or as required by law. We may contact you to discuss your application by any of the methods you have entered on this form.

Now send this form to your new employer

Part 2 To be completed by the employer



Part 3 To be completed by NHS Pensions

Membership Number: SD / /

☐ Ofýcer wishes to contribute to the NHS Scheme whilst employed at:

☐ Ofýcer does not wish to contribute to the NHS Scheme whilst employed at:

EA Code

1. Was the request made in time? Yes ☐ go to question 2
   No ☐ send rejection letter to employer and sign and date below

2. Is the ofýcer entitled to contribute? Yes ☐ go to question 3
   No ☐ send rejection letter to employer and sign and date below

3. Have leaving details/conýrmation of 'access to the scheme' been received from the previous employer? Yes ☐ go to question 4
   No ☐ obtain from previous employer

   Previous EA code Telephone No.

   Date that previous employment terminated / /

4. Date this employment commenced / /

   If overlap, enter date when pensionable / /

5. Prepare acceptance letter SM324 ☐ SM324 prepared

6. Have joiner details been received? Yes ☐ Submit form for input (if SS10 attached)
   No ☐ Refer SD65 to DMT

Assessor's signature

Date

Checker's signature

Date