



Locumcheck Ltd
www.locumcheck.com

Specialist in NCHD and Consultant Locums

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The Small Print

The following terms and conditions of engagement form a contract for services and sets out the entire agreement between you (client) & Locumcheck Pty. Ltd (with the exception of details of the rate of pay for any assignments). It also formulates and fixes up relationship of all parties concerned. These terms may be modified at any time in writing with or without prior notice. The following definitions will apply:

1. Definitions

- a) "Client" refers to any person, General practitioner or surgery, organization or hospital (public or private) requiring the services of a Locum from Locumcheck Pty. Ltd.
- b) "Locum" refers to any person e.g. a doctor, who has registered with Locumcheck Pty. Ltd. in order to be supplied as a Locum to its clients.
- c) "Assignment" refers to any activity in Ireland for which a client seeks the services of a locum (e.g. doctor) through Locumcheck Pty. Ltd.
- d) "Rate" refers to the hourly rate of pay negotiated by Locumcheck Pty. Ltd between the Locum and the respected client for any assignment.
- e) Locumcheck means Locumcheck Pty. Ltd.

2. The terms and condition of Locumcheck will be deemed as accepted if any locum is arranged via its office.

3. Locumcheck is purely a Locum agency which acts as an agent between the locum and the client.

4. All Locum registered with Locumcheck database are not Locumcheck employees. All locums when placed on locum positions work as Self employed or employee of the clients for the specified period of assignment.

5. The hospital/client is responsible to provide adequate insurance cover under the state indemnity scheme for the doctors placed at a locum assignment.

6. It is the responsibility of hospital/client to make sure that the locum doctor complete necessary documentation for medical indemnity before he/she commences work.

7. Locumcheck will not take any responsibility for any doctor

- a) That fails to arrive or arrives late to a locum assignment post.
- b) For any misconduct, breach of duty, or any other irresponsible behaviour.

8. Locumcheck to be informed as soon as possible if the locum fails to show up so that such a locum is not placed for future assignments. In such exceptional case, Locumcheck will facilitate and try it best to arrange an alternative on same agreed charges.

9. All invoices of Locum administration fee will be sent to hospital/client showing complete break down of administration charges applied with amount of VAT charged. All invoices will be payable within thirty days of invoice date.

10. Bills of Professional fee of the Locum will be forwarded to respective hospital/client which the hospital will liable to pay to the Locum. The hospital/client will be responsible for deduction of any taxes and liabilities from these short term Locum employees.

11. Any invoices not paid within thirty days of the date of invoice will result in a late payment fee of 5% plus VAT of invoice price.

12. Locumcheck will try its best to completely screen the Locum but in any circumstances, will not take any liability, in case of defaults, act, error, omission of the locum doctor.

Short Locums (For NCHD and Consultant posts)

Terms for SHORT Locum

13. For Short Locum hourly rate will apply. Locumcheck reserve the right to change the hourly rate without any notice. For current rate, contact locumcheck or visit web site at www.locumcheck.com (see Rate Card).

14. All locum placement requests within forty-eight hours prior to commencement of a locum post, an emergency rate will apply. This rate will be applicable for the first sixteen hours of the locum cover period.

15. Any locum placement for eight hour or less will be charged at emergency rate.

16. Locumcheck charges an administration fee of 4.9% plus VAT for placing a locum doctor for short periods.

17. Locumcheck does not provide any travel or accommodation expenses. If hospital/client provide such assistance for any locum doctor, this is to be decided before start of each locum assignment.

18. Cancellation Charges

Any locum placement once arranged is cancelled by hospital within 48 hours of commencement of the locum will result in a cancellation charge of euros 170 plus VAT.

Weekly Locums for Consultant post only

Locumcheck arranges weekly locums for consultant posts only. Locumcheck defines weekly locums as "any consultant locum placement for full seven days" (five working days and weekend on call). This could be any number of weeks and could start any day of the week.

Terms for WEEKLY Consultant Locums

19. All days other than a full week will be categorized under short locum. In all such cases Locumcheck short locum rate and short locum administrative fee will apply.

20. Locumcheck will not cater for any request made for less than two week in Consultant Locum category unless otherwise decided time to time.

21. Once locum for consultant post placed, the hospital will setup for direct payment of salary and other allowances to the locum doctor according to current locum doctor pay scale.

22. The hospital will be obliged to pay (current rate will apply)

- 12a. Travel expenses (including air fares up to value of euros 1200).
- 12b. Accommodation or accommodation expenses (up to euros 900 in a month)
- 12c. Medical Council registration fee (where applicable, up to euros 265).

23. Locumcheck Administrative charges will be as follows.

23a. Locumcheck administration charges plus VAT (where applicable)

This charge will apply when the total weekly basic salary of all locums of locum consultant arranged via LOCUMCHECK is under of euros 100,000 per year for a given hospital, in a given year (Jan to Dec).

23b. Locumcheck administration charges plus VAT (where applicable).

This charge will apply when the total weekly basic salary of all locum of locum consultant arranged via LOCUMCHECK have crossed the limit of euros 100,000 for a given hospital, in given year (Jan to Dec.)

24. CANCELLATION CHARGES

Locumcheck will charge a cancellation fee where a locum is cancelled after confirmation. (less than 24 h notice 75% of total cost of locum. More than 24 and less than 72 hour 50 % of total cost of locum. Cancellation at More than 72 hours 20% of total cost of the locum.

WHY LOCUM CHECK?

- ✓ Our rate card rates are fixed.
- ✓ Our pay turn around time is quicker.
- ✓ We are available to you for longer hours 8am to 5 pm
- ✓ We have an on call service available.
- ✓ In case of cancellation we make sure you are well cared for.

Extra services

- ✓ Keep your CV, references, and other documents safe in your online locum check account (register for free)
- ✓ Need to forward your documents to someone, call us, and well do it for you. (how about that a free secretary)
- ✓ CV review, our expert CV Maker will review your CV and outline the best parts; This ensures your placement as a locum doctor

Tax and visa advice

- ✓ We advise you on how to handle your taxes & save money on accountant bills.
- ✓ Have a question on attaining visa UK or Ireland call us.

(Services available to doctors registered & with complete set of documents only)

HOURLY RATE MEDICAL/SURGICAL

	9.00 hrs -- 17.00 hrs	17.00 hrs-- 9.00 Saturday	Sunday	Bank Holiday	Emergency Rate
Intern	€35	€40	€45	€50	€50
SHO	€50	€58	€65	€70	€80
REG	€55	€65	€70	€80	€90
SpR/SR	€60	€68	€75	€80	€95

HOURLY RATE PAEDIATRIC

	9.00 hrs -- 17.00 hrs	17.00 hrs-- 9.00 Saturday	Sunday	Bank Holiday	Emergency Rate
SHO	€50	€58	€65	€70	€80
REG	€58	€68	€75	€80	€80
SpR/SR	€60	€70	€80	€85	€95

A/E HOURLY RATE

SHO	€60	€70	€80	€80	€85
REG	€65	€75	€80	€90	€100
SpR/SR	€70	€75	€85	€85	€105

CONSULTANT RATE

CONSULTANT	€120	€70	€70	€110	€120
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Documents required for registration

- ✓ Updated CV
- ✓ Two reference names with contact details
- ✓ Medical Council registration Certificate (preferably scan copy)
- ✓ Occupational Health Certificate (preferably scan copy)
- ✓ Garda Check Certificate (preferably scan copy)