

Annex to Schedule 7

NHS FRAMEWORK AGREEMENT FOR THE PROVISION OF SERVICES

Order Form

This Order Form is issued subject to the provisions of the Framework Agreement ref. RM6163 entered into between NHS Workforce Alliance and the Supplier on 31.03.2022 for the Provision of Workforce Improvement Services (WIS) ("Framework Agreement").

The Supplier agrees to supply the Services specified below on, and subject to, the terms of this Contract and for the avoidance of doubt the Contract consists of the terms set out in this Order Form and the Contract terms, including the call off terms and conditions at Appendix A, together with the Schedules thereto.

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| Date of Order | 20 th October 2025 | Order no. | W167609 / C387929 |
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From:

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| Authority name | UK Health Security Agency |
| Authority's address | [REDACTED] |
| Invoice Address | <p>All invoices must be sent, quoting a valid purchase order number (PO Number), to:</p> <p>[REDACTED]</p> <p>To avoid delay in payment it is important that the invoice is compliant and that it includes a valid PO Number, PO Number item number (if applicable) and the details (name and telephone number) of your Buyer contact (i.e. Contract Manager). Non-compliant invoices will be sent back to you, which may lead to a delay in payment.</p> <p>If you have a query regarding an outstanding payment please contact our Accounts Payable section either by email to</p> <p>[REDACTED]</p> <p>or by telephone contact number for all invoice related queries: [REDACTED] Please select Option 5, and then Option 1 between 09:00-17:00 Monday to Friday.</p> |
| Address for Notices to be given under the Contract | [REDACTED] |

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| Level 1 Authority Representative Contact Manager | [Redacted] [Redacted] |
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To:

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| Supplier | NHS Professionals Ltd "Supplier" |
| Supplier's Address | [Redacted] [Redacted] |
| Address for Notices to be given under the Contract | [Redacted] [Redacted] |
| Level 1 Supplier Representative Contact Manager | Name: [Redacted] Phone: [Redacted] E-mail: [Redacted] [Redacted] = [Redacted] [Redacted] |

1. Service Requirements

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| Short Description of Services | The services procured are the standard services of the specification, specifically in relation to the provision of an all staff groups managed Bank or Flexible Resource Pool, Management of Contingent Labour where the Authority retains the agency contract in line with Clause 25 – Bank or Flexible Resource Pool of the Framework Specification and Annex A to this document, Clause 26 – Permanent and International Recruitment and Clause 27 – International Recruitment. |
| Commencement date of services (if different from the Date of Order) | 1 st November 2025 – upon completion of full signature |
| Duration or long-stop date | For a period of Three (3) years from the commencement date with the option to extend for a period of 12 months |
| Service Levels required | Bank Recruitment Services: Provision of Bank recruitment services including: |

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| | <ul style="list-style-type: none">• Employment by the Supplier• Annex B: Bank Services Additional Information | | | | |
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| Implementation | Not Used |
| Management Information | <ul style="list-style-type: none"> The Supplier shall, at no charge, provide timely, full, accurate and complete MI Reports to the Authority which [REDACTED] [REDACTED] [REDACTED] MI Reports must be completed and returned to the Authority by the fifth Business Day of every Month during the Term and thereafter until all transactions relating to Contracts have permanently ceased. If at any point there is a period of a Month where no reportable transactions occur, then a declaration must be made confirming no business has been conducted, in place of data submission In an MI Report, the Supplier should report contract data that is one Month in arrears. For example, if an invoice is raised for October but the work was actually completed in September, the Supplier must report the invoice in October's MI Report and not September's. Each Order received by the Supplier must be reported only once, i.e., when the Order is received. MI information may vary upon request of Trust with written request from Contract Lead/Clinical Lead. |
| Contract Review Meetings | <ul style="list-style-type: none"> Each Party shall ensure that its representatives (to include, without limitation, its Operational Manager) shall attend review meetings quarterly to review the performance of the Supplier under this Contract and to discuss matters arising generally under this Contract. Each Party shall ensure that those attending such meetings have the authority to make decisions regarding the day-to-day operation of the Contract. Two weeks prior to each review meeting the Supplier shall provide a written contract management report to the Customer's Contract Manager regarding the provision of the Services and the operation of this Contract. Details of any complaints from or on behalf of patients or other service users, their nature and the way in which the supplier has responded to such complaints. |

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| | <ul style="list-style-type: none"> • A status report in relation to the implementation of any current Remedial Proposals by either Party; and such other information as reasonably required by the Customers Contract Manager. |
| Processing of Personal Data | <input checked="" type="checkbox"/> Yes <i>If Yes confirm either;</i> <input checked="" type="checkbox"/> Data Processor <input checked="" type="checkbox"/> Data Controller <input type="checkbox"/> No |
| Lease or Licence Granted | N/A |

2. Charges and Payment

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3. TUPE

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| TUPE at commencement | TUPE shall apply to Bank Services only but does not apply to permanent recruitment services |
| TUPE at exit and/or termination | TUPE shall apply to Bank Services but does not apply to permanent recruitment services |

4. Formation of Contract

The Supplier shall enter into the Contract by returning a signed copy of this Order form (Order form for the Workforce Improvement Services Framework (RM6163)) to the Authority.

The Contract shall be formed when the Authority acknowledges receipt of the signed copy of this Order Form (Order Form for the Workforce Improvement Services Framework (RM6163)) to the Authority.

For and on behalf of the Supplier:

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| Date | |

For and on behalf of the Authority:

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Annex B: Bank Services Additional Information

1. INTRODUCTION

This Specification contains the current version of the Contract Services and Management Specification as of the date of this Agreement.

2. FLEXIBLE WORKERS TO BE PROVIDED AND LOCATIONS

The type(s) of Flexible Workers to be provided by The Supplier pursuant to this Agreement are:

| Staff Group: | Definition: |
|---|---|
| Nurses | Nurses registered at all times as such with the Nursing and Midwifery Council. |
| Midwives | Midwives registered at all times as such with the Nursing and Midwifery Council. |
| Care Support Workers | An individual other than a Nurse or Midwife who has the function of addressing the basic care needs of individual patients under the supervision and direction of healthcare Professionals. |
| Allied Health Professionals | Other than Locum Doctors and Nurses, those practitioners who deliver care to patients by carrying out assessment, diagnosis, treatment and discharge across a range of settings. |
| Administrative & Clerical | Persons with varying degrees of qualifications, skills and experience capable of performing a range of administrative and clerical tasks |
| Healthcare Scientists | Professionals other than Locum Doctors, Nurses and Allied Health Professionals who are directly involved in providing healthcare and shall include those involved in diagnostics, therapeutics and rehabilitation engineering. |
| Estates & Ancillary | An individual who has responsibility for maintaining premises or equipment or is involved in the preparation and delivery of goods and services, including catering, domestics, hotel services, portering, estate & maintenance, sterile services, stores and supplies and procurement. |
| Personal Social Services Workers | An individual who cares for vulnerable children and adults at risk, or adults with needs arising from illness, old age or poverty; |
| Medical & Dental | Medical practitioners currently registered with a licence to practice with the General Medical Council or General Dental Council allowing them to practise medicine in the United Kingdom. |

NHS Workforce Alliance

Delivered by:

Crown Commercial Service

NHS Commercial Solutions

NHS East of England Collaborative Procurement Hub

NHS London Procurement Partnership

NHS North of England Commercial Procurement Collaborative

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[REDACTED] defined in the Bank Exclusive Flexible Worker Change Control Notice or Contractual Clause

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