

**WHITLEY COUNCILS FOR THE HEALTH SERVICES
(GREAT BRITAIN)**

PROFESSIONAL AND TECHNICAL COUNCIL "A"

Management Side Secretary

J. R. BROUGH,
14, Russell Square,
London, W.C.1.

Tel.: MUSEum 6811 Ext. 500

*Staff Side Secretary
(Committee "B")*

MRS. D. LEAF,
Social Rehabilitation Unit,
Belmont Hospital,
Brighton Road,
Sutton, Surrey.

Tel.: Vigilant 0054

ALMONERS

1. The Professional and Technical Whitley Council "A" have agreed to the following revised rates of pay for almoners employed by Regional Hospital Boards, Hospital Management Committees, Boards of Management, Boards of Governors of Teaching Hospitals and Local Health Authorities which supersede those in P.T.A. Circular No. 35. The remaining provisions of that circular remain effective.

2. *Full-time staff*

The following salary scales supersede those in paragraph 3 of P.T.A. Circular No. 35:—

Almoner	£505 × £20 (5)—£605.
Senior Almoner*	£565 × £20 (5)—£665.
Almoner-in-sole-charge*	}	£565 × £20 (5)—£665
or		
Head Almoner I*	£25 (3)—£740.

* If, exceptionally, almoners without the three years' experience as an almoner after qualification have to be appointed to these posts the minimum of the scale is to be abated by one increment for each year, or part of a year, short of the required three years.

Head Almoner II	£635 × £25 (4)—£735 × £30 (2)—£795.
Head Almoner III	£690 × £25 (2)—£740 × £30 (4)—£860.
Head Almoner IV	£740 × £30 (6)—£920.
Deputy Head Almoner I	£590 × £20 (5)—£690.
Deputy Head Almoner II	£615 × £20 (4)—£695 × £25 (1)—£720.

3. *Assimilation*

An almoner who is on one of the salary scales in P.T.A. Circular No. 35 shall be assimilated

- (i) as at 1st July, 1957, or
- (ii) as at the date of appointment, if she is an entrant between 1st July, 1957, and the date of this Circular,

to the point on the appropriate new scale corresponding to the point reached on the scale in P.T.A. Circular No. 35. The incremental date shall remain unchanged.

4. *Fresh Option*

(a) An almoner who, in accordance with previous Whitley agreements, chose to retain her non-Whitley salary scale and conditions of service, may now choose either to retain both her present scale and conditions of service or to have both the scale set out in this circular and the

NATIONAL HEALTH SERVICE

SALARIES OF ALMONERS

Summary. This memorandum encloses a copy of P.T.A. Circulars Nos. 53 and 54 setting out agreements reached by the Professional and Technical Whitley Council "A" revising the rates of pay respectively for almoners and those persons who, though they do not possess the qualifications of almoners, are employed whole-time on the duties of that class.

1. The agreements contained in P.T.A. Circulars Nos. 53 and 54 and the provisions in paragraph 5 of this memorandum have been approved by the Minister of Health under Regulation 3 of the National Health Service (Remuneration and Conditions of Service) Regulations, 1951 (S.I. 1951 No. 1373) and employing authorities are asked to put them into effect.

2. The provisions of P.T.A. Circular No. 53 should be applied only to staff who perform the full duties of an almoner and who hold the qualifications specified in P.T.A. Circular No. 35.

3. The provisions of P.T.A. Circular No. 54 should be applied only to those persons who, though they do not possess the qualifications for almoners laid down in P.T.A. Circular No. 35, are employed whole-time on the duties of an almoner in the basic grade (i.e. working under the supervision of a Head Almoner) or in the single-handed grade.

4. There may be persons who, though employed whole-time on the duties of an almoner and not qualified under the provisions of P.T.A. Circular No. 35, are in posts which are not covered by the gradings set out in P.T.A. Circular No. 54. Any such cases should be submitted to the Ministry for consideration.

5. The salaries in P.T.A. Circulars Nos. 53 and 54 are gross salaries and employing authorities should therefore charge for any board and residence or meals provided. Charges for board and residence and meals have not been negotiated for almoners and should be determined by employing authorities in the light of the actual cost of the services provided.

6. Employing Authorities are asked to notify the Ministry if any almoner within the scope of P.T.A. Circular No. 53 decides under paragraphs 4 or 6 (d) to remain on non-Whitley salary and conditions of service.

MINISTRY OF HEALTH,
SAVILE ROW,
LONDON, W.1.

26th September, 1957.

94608/8/2B.

To: *Regional Hospital Boards,
Hospital Management Committees,
Boards of Governors.*

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Tel.: MUSEum 6811. Ext. 500

Staff Side Secretary

BEN SMITH,
National and Local Government
Officers' Association,
1, York Gate, Regents Park,
London, N.W.1

Tel.: WELbeck 4481

ALMONERS

- The Professional and Technical Whitley Council "A" have agreed to the following revised salary scales for those persons who, though they do not possess the qualifications for almoners laid down in P.T.A. Circular No. 35, are employed whole-time on the duties of that class by Regional Hospital Boards, Hospital Management Committees, Boards of Management, Boards of Governors of Teaching Hospitals and Local Health Authorities. The salary scales set out in paragraph 3 of P.T.A. Circular No. 48 are revised as shown below: the other provisions in that circular so far as they relate to almoners remain effective.
- The following salary scales supersede those in paragraph 3 of P.T.A. Circular No. 48.

	(1)	(2)
An almoner working under the supervision of a Head Almoner	£580	£410 × £15 (2)— £440 × £20 (6)— £560
An almoner working single-handed (i.e., not under the supervision of a Head Almoner)	£485 × £20 (9) — £665 and after 3 years on this point by two annual increments of £25 each to £715	£420 × £15 (2) — £450 × £20 (10) — £650 and after 3 years on this point by two annual increments of £25 each to £700.

3. *Assimilation*

An almoner who is on one of the salary scales in paragraph 3 of P.T.A. Circular No. 48 shall be assimilated

- as at 1st July, 1957, or
- as at the date of appointment if she is an entrant between 1st July, 1957, and the date of this circular,

from the salary which would have been paid to the almoner had P.T.A. Circular No. 21 (as amended by P.T.A. Circular No. 31) remained in operation, to the new scales in accordance with the following table.

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ALMONERS

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2. *Full-time staff*

The following salary scales supersede those in paragraph 3 of P.T.A. Circular No. 35:—

Almoner	£505 × £20 (5)—£605.
Senior Almoner*	£565 × £20 (5)—£665.
Almoner-in-sole-charge* or Head Almoner I*	}	£565 × £20 (5)—£665 £25 (3)—£740.

* If, exceptionally, almoners without the three years' experience as an almoner after qualification have to be appointed to these posts the minimum of the scale is to be abated by one increment for each year, or part of a year, short of the required three years.

Head Almoner II	£635 × £25 (4)—£735 × £30 (2)—£795.
Head Almoner III	£690 × £25 (2)—£740 × £30 (4)—£860.
Head Almoner IV	£740 × £30 (6)—£920.
Deputy Head Almoner I	£590 × £20 (5)—£690.
Deputy Head Almoner II	£615 × £20 (4)—£695 × £25 (1)—£720.

3. *Assimilation*

An almoner who is on one of the salary scales in P.T.A. Circular No. 35 shall be assimilated

- as at 1st July, 1957, or
- as at the date of appointment, if she is an entrant between 1st July, 1957, and the date of this Circular,

to the point on the appropriate new scale corresponding to the point reached on the scale in P.T.A. Circular No. 35. The incremental date shall remain unchanged.

4. *Fresh Option*

(a) An almoner who, in accordance with previous Whitley agreements, chose to retain her non-Whitley salary scale and conditions of service, may now choose either to retain both her present scale and conditions of service or to have both the scale set out in this circular and the

	Column 1 Scales		Column 2 Scales	
	Notional salary payable under P.T.A. Circular No. 21 as amended by P.T.A. Circular No. 31	Salary payable under P.T.A. Circular No. 54 from 1st July, 1957	Notional salary payable under P.T.A. Circular No. 21 as amended by P.T.A. Circular No. 31	Salary payable under P.T.A. Circular No. 54 from 1st July, 1957
	£	£	£	£
An almoner working under the supervision of a Head Almoner			360	410
			375	425
			390	440
			405	460
			420	480
			435	500
			450	520
			465	540
			480	560
		490	580	
An almoner working single-handed	425	485	370	420
	440	505	385	435
	455	525	400	450
	470	545	415	470
	485	565	430	490
	500	585	445	510
	515	605	460	530
	530	625	475	550
	545	645	490	570
	560	665	505	590
	560 plus 3 but not more than 4 years' service	690	520	610
			535	630
			550	650
			550 plus 3 but not more than 4 years' service	675
	560 plus 4 or more years' service	715		
			550 plus 4 or more years' service	700

An almoner working single-handed assimilated to the £665 or £650 point shall move to the next point above after completing a total of three years' service on that point and on a point now equivalent to £665 or £650 respectively. The incremental date shall remain unchanged.

4. *Date of operation*

This agreement is operative from 1st July, 1957.

J. R. BROUGH,
BEN SMITH.

26th September, 1957.

conditions set out in P.T.A. Circular No. 35, except that an almoner may retain her present annual leave allowance as provided in paragraph 15 (f) of that circular.

(b) An almoner who now chooses to have the new scale shall first be notionally assimilated to the appropriate scale in accordance with paragraph 5 of P.T.A. Circular No. 35, credit being given for any increments which would have been received since the operative date of that circular, and then transferred to the appropriate scale in this circular in accordance with paragraph 3 above. Her incremental date shall remain unchanged. If this would result in a decrease in her present salary, but the latter is itself within the new scale, she may continue to receive that salary on a mark-time basis until it is overtaken by the new scale.

5. *Locum tenens appointments*

(a) The weekly rate of pay for a full-time almoner set out in paragraph 18 (a) of P.T.A. Circular No. 35 shall be amended as follows:—

Almoner £11 15s. 0d.

Almoner-in-sole-charge £13 16s. 0d.

London weighting proportionate to the annual rates shall be paid where appropriate.

(b) The reference in paragraph 18 (b) of P.T.A. Circular No. 35 to "the ordinary rate set out in paragraph 3 above" shall be amended to "the ordinary rate set out in paragraph 2 of P.T.A. Circular No. 53".

6. *Part-time appointments*

(a) The sessional rate referred to in paragraph 19 (a) of P.T.A. Circular No. 35 shall be amended as follows:—

Almoner 24s. 0d.

Almoner-in-sole-charge 27s. 0d.

(b) The following shall be substituted for the first paragraph of 19 (b) of P.T.A. Circular No. 35:—

"Part-time Almoners employed for more than four sessions but not more than 32 hours a week and part-time Almoners-in-sole-charge employed for more than four sessions but not more than 30 hours a week shall be paid pro rata to the mean of the full-time salary scale (including London weighting where appropriate) set out in paragraph 2 of P.T.A. Circular No. 53 plus 10 per cent."

(c) The following shall be substituted for the first paragraph of 19 (c) of P.T.A. Circular No. 35:—

"Part-time Almoners employed for more than 32 hours a week and part-time Almoners-in-sole-charge employed for more than 30 hours a week shall be paid pro rata to the appropriate point on the full-time salary scale (including London weighting where appropriate) set out in paragraph 2 of P.T.A. Circular No. 53."

(d) Part-time almoners in post immediately prior to the 1st July, 1957, who had exercised an option under paragraph 19 (d) of P.T.A. Circular No. 35 to retain their old rates of pay and conditions of service may continue to retain those rates and conditions. Such officers may, however, choose to have the rates of pay in this agreement applied to them. Where an officer chooses these rates, the conditions of service in P.T.A. Circular No. 35 must be accepted with the new rates of pay, except as provided for under paragraph 15 (f) of that circular.

7. *Date of operation*

This agreement is operative from 1st July, 1957.

D. M. LEAF,
J. R. BROUGH.

26th September, 1957.