



POLICY NUMBER: 11

POLICY TITLE:

A24GROUP POLICY ON REASONS WHY LOCUM DOCTOR'S MAY BE EXCLUDED FROM OUR REGISTER AND GRIEVANCE PROCEDURE

WHO MUST ABIDE BY THIS POLICY?

A24GROUP-LOCUM DOCTOR'S

POLICY CONTENT:

All Locum Doctor's undertake assignments on behalf of A24Group in accordance with their contract for services. All locum doctor's in essence are self-employed whilst on assignment through A24Group.

It is the policy of A24Group to ensure that all locum doctor's are treated fairly and are kept informed of issues that our clients may have concerning their work performance, attendance or conduct. It is the policy of A24Group to obtain full details in writing on all concerns that our clients may have and to provide these written statements to our locum doctor's in order that they can answer all allegations.

We aim at all times to:

- Assist to correct unacceptable conduct or performance
- Place exclusions at individual clients, only at the direct request of the client
- Be fair to our agency workers and assist them to prepare their defence.
- To assist to provide corrective training where applicable.

A24Group in the event of allegations of abuse or sexual assault is obliged legally to

notify governing bodies such as CQC as well as the police. Allegations may result in A24Group having an obligation to make a preliminary referral in such cases to the Secretary of State for inclusion on the POVA/POCA registers.

Grievances:

If you feel that at anytime your issues have not been dealt with fairly or you would like to inform us of anything that you are not happy about you have the right to refer the matter to the Human Resources Department

The e - mail address is: hr@a24goup.com

END OF POLICY