



# Your pensions administration timeline

## For GP practices and practitioners

| November   | November to February   | 28 February  | 1 March   | April  | August   |
|--|--|--|---|--|--|
| Download   | Complete and submit  | Deadline   | Deadline  | Adjust   | Statement  |
| <p>The latest pensions forms for GP practices and practitioners are available to download from the NHS Pensions website at: <a href="http://www.nhsbsa.nhs.uk/member-hub/information-practitioner-locum-and-non-gp">www.nhsbsa.nhs.uk/member-hub/information-practitioner-locum-and-non-gp</a></p> | <p><b>Salaried/Assistant GPs (Type 2)</b> Complete the Type 2 Medical Practitioner Self-Assessment of Tiered Contributions Form</p> <p><b>GP Partners and non-GP (Type 1) Limited company/partnership/single hander</b> Complete the Annual Certificate of Pensionable Profit Certificate</p> <p><b>GP practices:</b> Complete the Estimate of GP (and non-GP) Providers NHS Pensionable Profits/Pay 2018/19</p> | <p><b>Practitioners</b> need to return their Type 2 or Annual Certificate of Pensionable Profit Certificate to PCSE via the online enquiries form available at: <a href="http://www.pcse.england.nhs.uk/contact-us">www.pcse.england.nhs.uk/contact-us</a></p> | <p>By 1 March, <b>GP practices</b> to return the Estimate of GP (and non-GP) Providers NHS Pensionable Profits/Pay form to PCSE via the online enquiries form available at: <a href="http://www.pcse.england.nhs.uk/contact-us">www.pcse.england.nhs.uk/contact-us</a></p> <p><i>PCSE reconciles payments collected from the practice against the certificate/self assessment and arranges to correct any under or over payments to the practice.</i></p> | <p>PCSE begins deducting monthly pension contributions from <b>GP Practices*</b> based on the information supplied on the Estimate of GP (and non-GP) Providers NHS Pensionable Profits/Pay form.</p> <p><small>* Does not include SOLO/Locum payments</small></p> | <p>NHS Pensions generate a Total Reward Statement for the <b>practitioner</b> using latest data provided.</p> <p>These are available for <b>practitioners</b> to view via <a href="http://www.totalrewardstatements.nhs.uk/">www.totalrewardstatements.nhs.uk/</a></p> |