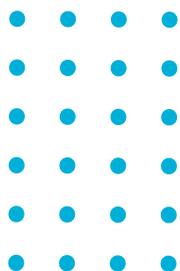




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Working for The Royal Marsden gives you access to some of the best staff benefits and discounts available in the NHS. We offer salary sacrifice schemes, including car lease and cycle lease, which are available if you are permanent or on a long-term fixed contract.

# Feel Good

## Therapy Services

- Fast track physiotherapy referrals
- Discounted Therapies Service: Osteopathy and Chiropody
- Appointments can be arranged through the Occupational Health department.
  - Chelsea: **020 7808 2139**
  - Sutton: **020 8661 3003**

## Staff Psychotherapy and Counselling Service

Our **staff psychotherapy and counselling service** is generously funded by The Royal Marsden Cancer Charity. This service is for any member of staff who is experiencing any worries, concerns, or problems in their professional or personal life that may be affecting their ability to function or work effectively. Staff can self-refer or may be referred by Occupational Health. A free service for staff with qualified counsellors providing a range of services that are available in Chelsea, Sutton, and online. The service includes:

- Individual counselling
- Reflective practice groups on wards/units
- Facilitated groups following traumatic events
- Stress management both for individuals/groups
- Mindfulness courses

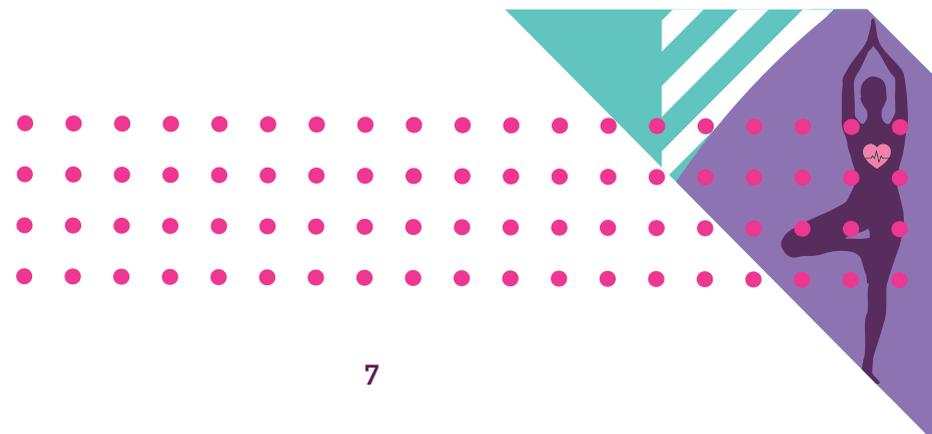
If you need a confidential space to explore the issues that are having an impact on your emotional wellbeing, contact the staff counsellors.

Email: **Support.StaffCounselling@rmh.nhs.uk**  
Telephone: **020 8661 3074**  
Or download the **self-referral form**

## Mental Health

Staff Support recommends these top tips for improving your mental health:

- **Take a break**—a change of scene or pace is good for your mental health. It could be a five-minute pause or a half-hour lunch break at work
- **Do something you're good at!** What do you love doing? What activities can you lose yourself in? What did you love doing in the past? Enjoying yourself can help beat stress. Doing an activity you enjoy probably means you're good at it and achieving something boosts your self-esteem
- **Ask for help**—none of us are superhuman. Sometimes, we all get tired or overwhelmed by how we feel or when things don't go to plan. If things get too much—ask for help. Your family, friends or colleagues may be able to offer practical help or a listening ear. Alternatively, contact Staff Support
- **Drink sensibly**—we often drink alcohol to change our mood. Some people drink to deal with fear or loneliness, but the effect is only temporary. Drinking isn't a good way to manage difficult feelings



- **Tip:** Talking about your feelings can help you stay in good mental health and deal with times when you feel troubled
- **Keep active**—regular exercise can boost your self-esteem and help you concentrate, sleep, and look and feel better. Exercise keeps the brain and your other vital organs healthy and is also a significant benefit towards improving your mental health
- **Keep in touch**—there’s nothing better than catching up with someone face to face but that’s not always possible. You can also give them a call, drop them a note or chat to them online instead. Keep the lines of communication open: It’s good for you!
- **Eat well**—your brain needs a mix of nutrients to stay healthy and function well, just like the other organs in your body. A diet that’s good for your physical health is also good for your mental health
- **Invest in relationships**—friends, family and colleagues are important. Maintaining the relationships with people close to you is good for your mental health
- **Accept who you are**—we’re all different. It’s much healthier to accept that you’re unique than to wish you were more like someone else. Feeling good about yourself boosts your confidence to learn new skills, visit new places and make new friends. Good self-esteem helps you cope when life takes a difficult turn.

## Chaplaincy

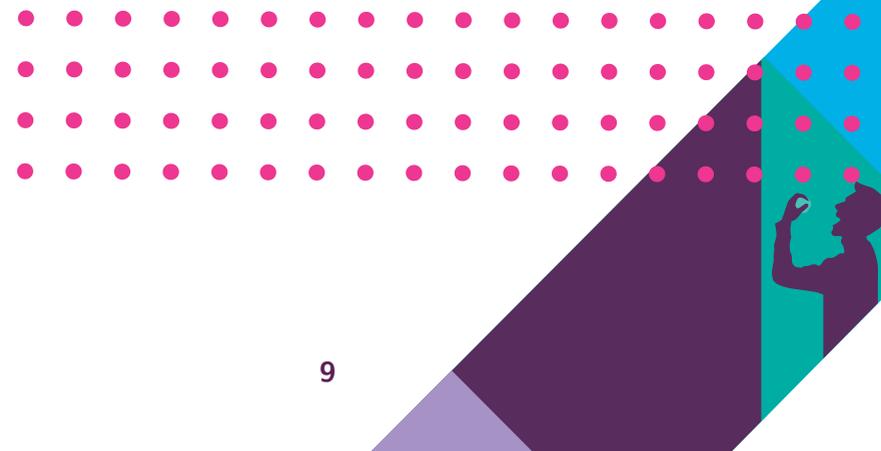
**Chaplaincy** team provides pastoral, spiritual and religious care to all in the Marsden family: patients, visitors, and staff. They offer safe space for all who need refuge from their troubles, a listening ear and a warm acceptance.

Representatives of other faiths can also be contacted through the chaplains’ office. Chaplains are available during normal working hours either by email or phone:

- Chelsea: **020 7808 2818**
- Sutton: **020 8661 3464**
- **chaplaincy@rmh.nhs.uk**

Chapels and Prayer Rooms are open 24/7 for all who need to reflect, meditate, or pray.

- **Chapel of All Saints and Prayer Room (Chelsea)** is located on the ground floor, Marsden Wing, next to Wilson Ward
- **Muslim Prayer Room (Chelsea)** with ablution facilities is located on the ground floor, Wallace Wing, near Pharmacy
- **Hospital Chapel and Prayer Room (Sutton)** with ablution facilities are located on the third floor, West Wing



## Our Community Staff Groups, Forums and Networks

Freedom to Speak Up Stand Up.  
Speak up. Listen Up. Follow Up.  
Help us to make a difference.

We want The Royal Marsden to become an even more open and transparent place to work, where our staff are actively encouraged and enabled to speak up and raise concerns safely.

Everybody who works for the NHS has a duty to raise genuine concerns if they think that something is happening at work which is wrong or illegal and affects other people including patients, members of the public or staff. Effective speaking up arrangements protect patients and improve the experience of our staff. Having a healthy speaking up culture is an indicator of a well-led Trust.

Freedom to Speak Up Guardians have been appointed throughout the NHS and have a key role in helping to raise the profile of raising concerns in their organisations. They provide confidential advice and support to staff in relation to concerns they have, in particular about patient safety and the quality of care. The Freedom to Speak Up Guardian role at The Royal Marsden is to:

- Work with the Board to create an open culture – listening and learning, not blaming
- Develop ways to encourage staff to speak up and then following up these concerns
- Work entirely independently of the executive team
- Review the governance and practice of raising concerns at the Trust
- Share learning with the wider Trust to develop a positive culture
- Make sure there are no repercussions to a staff member who chooses to speak up

We also have a network of Freedom to Speak Up Champions who support the Guardian in the role and are based at Sutton, Chelsea and Carew. The Guardian will be available to provide confidential advice and support to staff in relation to raising their concerns. They will not be directly involved in any investigation or complaints, instead their role will be supporting you to get timely resolution to any concerns raised. You can contact the Guardian directly, using the emails below, or you can use our online form if you wish to be anonymous: Speaking Up form

- Anne Howers  
**FTSUG@rmh.nhs.uk** or **annehowers@rmh.nhs.uk**

The Champions support the Guardian by promoting the Freedom to Speak Up service and advising staff on who to speak to and where to get support in raising their concern.

The Freedom to Speak Up Champions are and can be contacted on their emails:

- **Cancer Services**  
Louise Griffith, **louise.griffith@rmh.nhs.uk**  
and Helen O'Toole, **helen.otoole@rmh.nhs.uk**
- **Clinical Services**  
Connie Lewis, **connie.lewis@rmh.nhs.uk**
- **Corporate Services**  
Linda Green, **linda.green@rmh.nhs.uk**  
Hardev Sagoo, **hardev.sagoo@rmh.nhs.uk**  
and Amanda Sadler, **amanda.sadler@rmh.nhs.uk**
- **Private Care**  
Maria Perrin, **maria.perrin@rmh.nhs.uk**  
and Evette Smith, **evette.smith@rmh.nhs.uk**
- **Research**  
Jeremy Tai, **jeremy.tai@rmh.nhs.uk**

## LGBT+ Network

A network for staff who identify as LGBT+ and straight allies

**The LGBT+ Network** provides a space for staff and students to meet with colleagues and allies from across The Royal Marsden and The Institute of Cancer Research (ICR).

The network meets bi-monthly to share experiences and highlight issues that may affect LGBT+ staff, students, and patients. The meetings also provide an opportunity to help to promote diversity within The Royal Marsden and the ICR.

Initiatives led by the network include a resource for colleagues, which helps to set out what it means to be a good ally, and how to help create a welcoming environment in the workplace so that everybody can feel more comfortable being themselves. If you want to join or find out more, please contact the network Co-Chairs for **The Royal Marsden** or **Institute of Cancer Research**.

## REACH Forum

Race Ethnicity and Cultural Heritage Forum

**The REACH Forum** (formerly known as the Black, Asian and Minority Ethnic Forum) brings together all our staff and students to meet and help promote diversity and drive greater equality in our workplaces.

Jointly run by The Institute of Cancer Research and The Royal Marsden, the forum brings together all our staff and students to meet with other colleagues, learn about each other's experiences, and provides a space to discuss issues and push for initiatives that can help promote diversity and drive greater equality in our workplaces.

The network organises social events as well which provide a more relaxed way to bring staff together across the whole of our two organisations. To join or know more about the network, please contact the network Co-Chairs for The Royal Marsden (**Somboli Lubwika**) and the ICR (Nafia Guljar and Dr Michael Ranes).

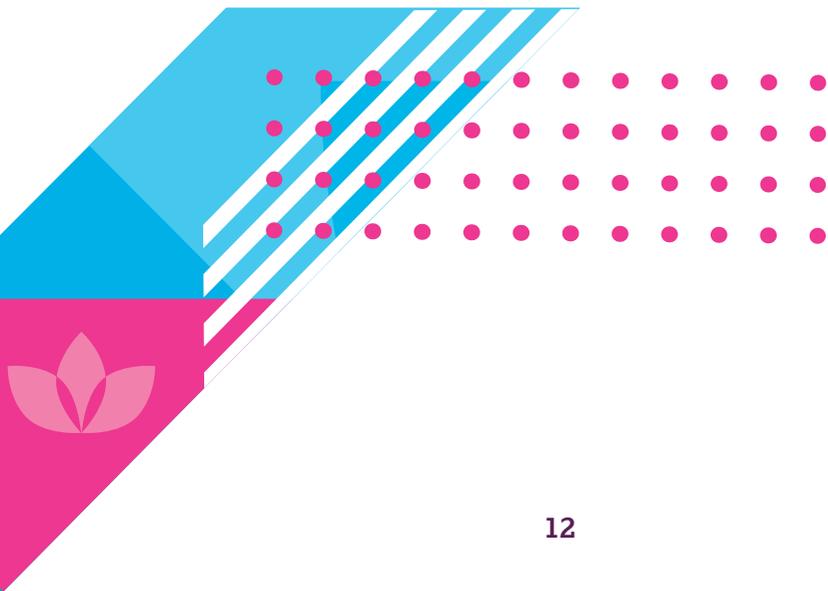
## Access for All

Disabilities and Long-Term Health Conditions Network

Our previous name (Disabilities and Long-Term Health Conditions Network) adequately described who we are, but it was a mouthful and almost everyone who used it regularly shortened it for convenience.

The **Access for All** network provides an informal supportive space for staff and students with disabilities to meet with colleagues and allies from across The Royal Marsden and The Institute of Cancer Research. Our forum meets regularly to share experiences and highlight issues that may affect staff and students with disabilities, with a view to working collaboratively with other colleagues to find solutions to workplace barriers.

To join the network, drop an email to **Evette Smith**.



## Trade Union

Trade Union representatives are here to speak on behalf of their members and to improve employment conditions through dialogue, direct engagement, good relationships with management and true partnership working for the workforce.

To make an appointment to speak with a Trade Union, contact your union to get the details of your appointed representative in the Trust. Where possible, we also strongly encourage you to share any concerns with your line manager so they can provide you with appropriate day to day support. Visit the intranet page to find out more: [royalmarsden/matters/trade-union](https://royalmarsden/matters/trade-union).

## Reward and Recognition

### Instant Recognition

Our Trust recognises when staff exceed expectations and have created a manager's pack with cards to thank their staff who have gone 'above and beyond', which includes a drink and snack voucher for our staff restaurants.

### Quarterly Staff Recognition Awards

Our Quarterly Staff Recognition Awards highlight staff that have gone 'above and beyond'. Please visit the Recognition page on the RM Matters intranet site for information and to download a nomination form.

### Long Service

Each year, The Royal Marsden recognises the commitment and long service with staff receiving an award and certificate.

### Annual Staff Awards

The Staff Achievement Awards and Ceremony is an opportunity to celebrate and award staff and teams for their outstanding contribution.

Every year the Trust holds an Annual Staff Achievement Awards Ceremony in London. The evening will include a drinks reception, awards ceremony, three course dinner, entertainment, and dancing into the early hours. Dress code is black tie, lounge suit or glamorous.

Our awards are generously funded by The Royal Marsden Cancer Charity.

## Wellbeing Workshops

We understand that life and work can get on top of us all sometimes, so we have introduced a range of wellbeing workshops. These interactive monthly group sessions focus on different themes and include discussions and techniques you can use to improve your wellbeing.

These one-hour workshops will be facilitated by two Psychological Wellbeing Practitioners from Community Living Well using the online platform Zoom.

The outreach topics are

- Relaxation
- Stress and Worry
- Getting a Good Night's Sleep
- Negative Thinking \* Motivation Booster
- Wellbeing
- Confidence Building
- Understanding Panic
- Goal Setting and Problem Solving
- Mood Boost

The Wellbeing Workshop schedule can be found on our [Health and Wellbeing](#) page on RM Matters.

To book your place, please email [staffbenefits@rmh.nhs.uk](mailto:staffbenefits@rmh.nhs.uk).

# Be Healthy

## Cycle to Work

Cycle to Work is an employee benefit that saves you 25-39% on a bike and accessories. You pay nothing upfront, and the payments are taken tax efficiently from your salary as a 'salary sacrifice'.

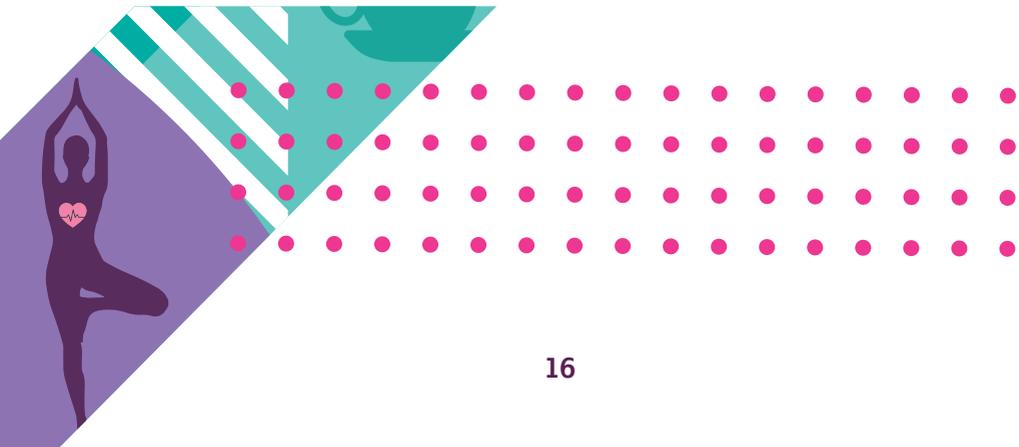
The maximum limit is £5000 over a 12-month repayment plan (hire period). Monthly salary deduction is from gross pay saving you Income tax and National insurance and does not involve any P11Ds. The scheme is open to employees on permanent or long-term fixed term contract.

At the end of the hire period Cyclescheme will contact you directly for ownership options.

The trust code is **978cd** link: **[www.cyclescheme.co.uk](http://www.cyclescheme.co.uk)**

## Gym Discounts

There are local gyms who offer discounts on their classes and or membership for Trust staff. We have negotiated exclusive NHS discounts and the full list of gym discounts can be found on our Staff Benefits page on the intranet.



## Occupational Health Service

Occupational Health is a branch of Public Health with a specific focus on the health of the working population.

The Royal Marsden NHS Foundation Trust is proud of having its own in-house Occupational Health (OH) and wellbeing service, based across both main sites at Sutton and Chelsea.

The service generally operates between the hours of 08.30 and 16.30 and can be contacted on **020 7808 2139** or **020 8661 3003** or by sending an email to the generic occupational health mailbox: **[Occhealth@rmh.NHS.uk](mailto:Occhealth@rmh.NHS.uk)**

We have an experienced team of occupational health administrators, Occupational Health Advisors (OHAs) with the support of a part-time Consultant Occupational Health Physician. OHAs are registered nurses who have undertaken post registration training and registered with the Nursing and Midwifery Council (NMC).

By arrangement with a neighbouring Trust, we are sometimes able to make fast track referrals for physiotherapy treatment in cases where an acute injury or musculoskeletal condition might be impacting on your work.

We have a visiting chiropodist and osteopath, who offer reduced price treatments at Sutton and Chelsea sites and can be booked through our administrative team.

At the start and throughout your employment, we work to reduce and minimise the risk and impact of communicable diseases by ensuring that staff have the required immunity and vaccination against communicable diseases.

Depending on your defined job role, you may be asked to provide details of your immunisation history and invited to attend a face-to-face appointment with an occupational health clinic nurse.

Through our OH nursing staff and network of peer vaccinators, the Trust runs an annual seasonal influenza vaccination campaign which all staff working within the Trust are encouraged to take up.

Another fundamental part of their role is to provide guidance to management around the medical aspects of fitness to work and any adjustments which might be required and can be considered at any point of your employment with the Trust.

Before starting work with the Trust, you may be asked if you require any adjustments to support you with a long-term medical condition or disability at work. This could also include challenges arising from neurodivergences such as Dyslexia, Attention Deficit Hyperactivity Disorder (ADHD) or Autistic Spectrum Disorder (ASD).

In this case, you may be offered an appointment to speak with one of our occupational health advisors to better understand how your condition affects you on a day-to-day basis and effectively advise management around fitness to work and any adjustments which may be required before you start in post.

At times, it may be appropriate to signpost you to the support which is available through external organisations, such as the Government's Access to Work Scheme.

If you have concerns about health or medical condition which is impacting on you at work, please speak with your line manager about making a referral to Occupational Health.

## Healthy Food Options – Staff Café and Restaurant

Staff restaurants at both Chelsea and Sutton sites offer a variety of hot and cold meal choices including cooked and continental breakfasts, fresh soup, pre-packed sandwiches/fruit/salads, and a range of pre-order hot meals.

- **The Mulberry Tree Café (Chelsea): 1st Floor, Chelsea Wing**  
Open Monday–Friday 7:30–9:30am (Breakfast)  
11:45am–2:15pm (Lunch)

Refreshments and grill bar menu also available  
Monday–Friday 7:30am–7:00pm

- **The Mulberry Tree Coffee Shop, Ground Floor, by Wallace Wing**  
Open Monday–Friday 7:30am–5:00pm

- **The Mulberry Tree Staff Refectory, located by the Conference Centre**  
Open Monday–Friday 7:30–9:30am (Breakfast)  
11:45am–2.15pm (Lunch)

A coffee shop will also be open within the Staff Refectory from 7.30am to 5pm Monday to Friday with vending options available for staff out of hours.

- **The Cherry Tree Café and Restaurant (Sutton): Ground Floor by the main reception**  
Open Monday–Sunday 7:30am–7:00pm

Weekday's service  
Monday–Friday 7:30–9:30am (Breakfast)  
11:45am–2:15pm (Lunch)



# Live Well

## Local and National Discounts

We have negotiated competitive discounts for Royal Marsden staff both nationally and locally including childcare play schemes, restaurants, gym memberships and retail stores.

As a valued employee of The Royal Marsden you can register for free with **My Trust Benefits** and **Health Service Discounts** and save money on hundreds of well-known brands and retailers. Please register using your private e-mail address rather than NHS work email to give you more flexibility in accessing the site when not at work.

## Blue Light Card

Apply for the Blue Light Card to benefit from large discounts with high street stores, venues, and restaurants. NHS staff as well as members of the Armed Forces and Emergency Services are eligible to join and take advantage of the many offers and cashback in selected venues. Register using either your work or personal email address. When accepted this will be confirmed via email. You must only have one Blue Light Card account, please do not sign up more than once and create multiple accounts - these will be suspended.

Visit [www.bluelightcard.co.uk](http://www.bluelightcard.co.uk)

## NHS people offers

Kind offers of support continue for NHS colleagues from a wide range of companies – from discounted taxi rides, discounted meal delivery, data deals and activities for children and families. The list includes details of how to access the offers.

Visit [www.england.nhs.uk](http://www.england.nhs.uk)

## Car Lease Salary Sacrifice Scheme

In a salary sacrifice car scheme, an employee forgoes a portion of their gross salary in exchange for savings on tax and national insurance (NI). You will save tax and NI on the sum that has been sacrificed, and the value of the car benefit is subject only to benefit-in-kind (BIK) tax. Salary sacrifice schemes may have an impact on your NHS pension, please read the information provided about pensions before applying.

With the car lease scheme provided by **CPC Drive** in partnership with Tusker, you get to swap some of your salary before tax for a brand new, fully insured and maintained car for up to four years. Road tax and roadside assistance are all included. It really is the easiest way to run a brand-new car.

### What is included in the scheme?

- A brand-new car typically every three years
- Save an average of £80 per month in tax, NI and pension (if applicable)
- All servicing and maintenance
- Full breakdown cover for UK and Europe
- Fully comprehensive fixed cost motor insurance
- Replacement tyres
- Annual Road Fund Licence
- No deposit required

To set up your account, visit the CPC Drive website [www.cpcdrive.nhs.uk](http://www.cpcdrive.nhs.uk) click 'Create Account' and follow the easy registration process:

- Enter your Company Code: **TRM1**
- Enter your Unique Employee Identifier: your assignment number found on your payslip

For more information and eligibility, please visit the **Health and Wellbeing** page on RM Matters.

## Season Ticket-Interest free travel loan

An interest free loan is available for staff wishing to purchase annual travel card/season tickets. The cost is deducted from salary monthly. Please note this is an interest free loan - not a salary sacrifice scheme. The deduction is taken each month from net pay and not from gross pay.

To apply, you need to complete the Season Ticket Application Form which is available on the 'Finance' pages of the intranet, or on our Health and wellbeing page. Application forms must be submitted by the 8th of the month to receive your loan in that month's salary payment.

You need to email your form and provide a receipt as proof of purchase for the full amount to [salaryhelpdesk@rmh.nhs.uk](mailto:salaryhelpdesk@rmh.nhs.uk) within 21 days of purchasing the ticket. For additional information, please email the Salary Helpdesk team.

## Free inter-site and local station shuttle service

There is a free inter-site shuttle bus service for staff that runs Monday to Friday between Chelsea and Sutton. The journey takes approximately 1 hour.

Leaves Sutton: \*\*06:00, 09:00, 11:00, 12:30, 15:00 and 17:00

Leaves Chelsea: 07:30, 10:30, 13:00, 15:00, 17:00 and 18:30

\*\*Sutton Departure point at 6:00am is at the Main Entrance.

### Sutton Bus Timetable

This service runs from Sutton Station (The Quadrant) to The Royal Marsden, Sutton site.

#### Morning service:

Starts: The Quadrant, Sutton Station

06:30am

Finishes:

10:00am

#### Lunch Time:

Depart from The Royal Marsden:

12:05, 12:20, 12:45 and 13:30

Depart Quadrant House behind Sutton railway Station:

12:30, 13:05, 13:30 and last 13.45

#### Evening service:

Starts: The Royal Marsden, Sutton site

16:00pm

Finishes:

21:00pm

## Childcare and Tax-Free Childcare

### HM Government Tax Free Childcare

The Childcare Voucher salary sacrifice scheme is now closed to new entrants from 4 October 2018. In April 2018, the government began the roll out of a new scheme called **Tax-Free Childcare (TFC)** which changes the package of financial support it offers to working parents. Under the Tax-Free Childcare, savings are applied per child, per 'household'. For every £8 paid in by you, the government will pay in £2 -equivalent to 20% of childcare costs.

You can get Tax-Free Childcare at the same time as **30 hours free childcare** if you're eligible for both. There's one application for Tax-Free Childcare and 30 hours free childcare. As part of your application, you will find out if you can get both. **Apply online** for Tax-Free Childcare.

For more information and to check your eligibility please visit the government Childcare Choices website **[www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk)**

### Existing Childcare Voucher scheme members

The Trust operates the childcare voucher scheme via salary sacrifice through **Edenred** which means you receive Childcare Vouchers in place of a portion of your gross salary.

Voucher value is paid into an online account, which you can use to request payments to your chosen registered childcare providers.

### On site Nursery (and local neighboring Nursery)

#### **RM Play House Day Nursery - Sutton site**

The RM Play House Day Nursery is part of The Royal Marsden and is intended for children of the Trust employees only. The nursery cares for children from three months to five years of age and operates from 7.30am to 6pm, Monday to Friday, all year except Bank Holidays.

For more information, please visit the Health and Wellbeing page on the intranet or call the Nursery Manager on **020 8661 3002**.

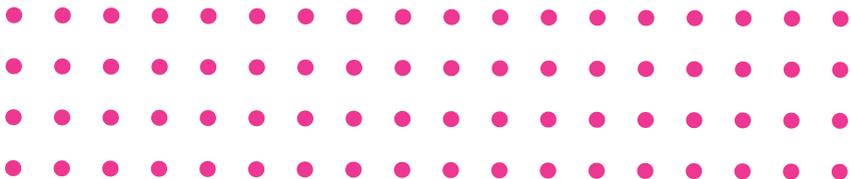
#### **Willows Day Nursery – local neighboring Nursery in Sutton**

Epsom and St Helier NHS Trust offer access to Willows Day Nursery (Sutton). Willows caters for 48 children aged from six months to five years, Monday to Friday, 7.15am to 5.45pm. During school holidays, the nursery also offers a play scheme for older children, aged 4 1/2 to 12 years old.

For more information about the nursery or play scheme, contact the Day Nursery directly on **020 8296 3939**.

- **Services offered:** Day Nursery (NHS Owned),  
Open all year, Full Day Care
- **Person in charge:** Caroline Trim & Jane Ward (Managers)
- **Address:** Gate Lodge, Cotswold Road,  
Sutton SM2 5NF

For other nurseries that you may be interested in, please visit the Day Nurseries **[www.daynurseries.co.uk](http://www.daynurseries.co.uk)**



## Holiday Play schemes

### Chelsea site

Various **Holiday play schemes** available so please visit the website for more information on Holiday activities, Youth services, activities. Visit **www.rbkc.gov.uk** click on Children and education > Family Information Service

### Sutton site

The local authority runs **Children's Centres** and Play Services and aim to provide high quality after school and holiday childcare for children of primary school age. Sutton Play Service is made up of two centres that are available to all children who live or go to school in the borough.

For more information please visit **www.sutton.gov.uk** go to 'Children, school and families' > Families and childcare. Alternatively, you can contact **020 8770 4300** **playservice@sutton.gov.uk**

### Tinies Childcare UK

Tinies Childcare UK manage fantastic kids' and after school clubs and UK day-care settings. They design and run their own Kids Clubs, Nurseries and Crèches across the UK. For all enquiries, please visit the website **www.tinies.com**

## Flexible Working

The Trust supports flexible working and employment breaks as an important means of improving work-life balance and improving recruitment and retention. All staff can now apply for Flexible Working from Day 1 of their employment with the Trust.

For more information on our Trust Flexible working policy, Flexible working options and how to make a request please visit the Trust intranet site and search for 'Flexible Working' under 'Policies'.

## Financial Education Seminars

We offer Financial Seminars provided by Affinity Connect to cover the following topics:

- Pre-Retirement
- Focus on your Finances (*replaces Mid-Career and Pension Planning courses to enhance the level of information provided to attendees*)

Affinity Connect, a specialist provider of financial education in the public sector, will be facilitating the above online courses. The courses will provide information only and will not include or constitute regulated financial advice.

The full list and schedules can be found on our RM Matters **Health and Wellbeing** page. To reserve a place, please email **staffbenefits@rmh.nhs.uk**

## Financial Wellbeing Partners

Anderson Financial are part of St. James Place (a FTSE100 company) and provide free impartial advice to staff in relation to Pension Scheme membership, Lifetime and Annual allowances and broader advice around managing your finances. This will be provided as a remote service, via video call/telephone/email and be available for all employees of The Royal Marsden.

You can find out more ways to contact Anderson Financial on their contact details **here** or find out more at **www.andersonfinancial.co.uk**

## Other Benefits and Facilities

### Trust Funded Eye Tests (& contribution to new prescriptions) for Display Screen Equipment Users

The term DSE is the definition used to describe the electronic display screen equipment that forms part of a computer system. It is often called a VDU or visual display unit. The definition includes portable DSE such as laptops, conventional cathode ray screens and liquid crystal displays found on microfiche. The term excludes televisions and scientific and medical equipment such as oscilloscopes and cardiac monitors.

A DSE User is defined as someone who habitually uses a Display Screen Equipment as a significant part of their normal work. The working definition used is, - a member of staff (full time or part time) who normally uses the DSE for continuous periods of an hour or more at a time daily. Eye care reimbursements can be claimed back through your department's budget holder via the e-expenses system. The Trust policy regarding this expense can be viewed in the [Display Screen Equipment DSE Policy and Guidance](#).



## Parking Facilities

We have a limited amount of staff car parking at both sites. Parking arrangements for the Royal Marsden are managed and administered by the Facilities team. For more information about parking please visit the Facilities section of the intranet or contact them on **020 8661 3399**. Further details on how to [apply for a permit](#) please refer to the Car Parking Policy.

## Cycle Parking

### Chelsea

- Located in car park Stewarts Grove and has storage for 66 bikes. Access is by swipe card using your Trust ID. To gain access, you need to email [\*\*AccessControlChelsea@rmh.nhs.uk\*\*](mailto:AccessControlChelsea@rmh.nhs.uk) giving your name and the card number (located on the back of your ID card).
- Outside main entrance off Fulham Road.

### Sutton

- Lockable shed at the top far end of the staff car park. Please liaise with the PA to Head of Facilities on **020 8661 3133** for access code upon provision of your NHS ID badge.
- Cycle racks outside Centre of Molecular Pathology Building, and adjacent to the Yorkon building.



## Shower and Locker Facilities

Contact Facilities team for further information regarding locations on both sites.

- Email: [facilities@rmh.nhs.uk](mailto:facilities@rmh.nhs.uk)
- Facilities team, Chelsea: **020 7808 2011 / 2719**
- Facilities team, Sutton: **020 8661 3395 / 3396 / 3399**

## Accommodation

- On-site accommodation: There is only a very limited amount of accommodation available on the hospital site. On-site Trust accommodation is managed by our Facilities team so please contact them by phone **020 8661 3395/3399 (Sutton)**.
- Private / Local Accommodations: A list of local flats or rooms to rent provided by private tenants/landlords can be found on [Health and wellbeing](#) page on RM Matters. You can also check [Staff Room-Bulletin Board](#) for properties to let posted by staff.

If you are aware of anybody who has vacant rooms or would like us to advertise your vacant rooms or property, please email us [staffbenefits@rmh.nhs.uk](mailto:staffbenefits@rmh.nhs.uk).

### Important note:

These discounts may or may not be used in conjunction with other promotions/discounts and are subject to change by the retailer.

Please check discounts are still valid before you buy.

The Royal Marsden does not endorse, guarantee or provide compensation for damage or loss for any products or services that are advertised as staff benefits. All information is correct at the time of publishing.

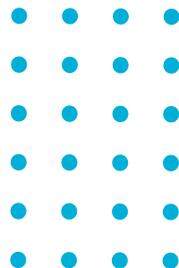
New offers will be added to this list as and when received from local retailers. For more information on staff benefits and wellbeing offers please check the [Health and Wellbeing](#) page on RM Matters.

Please register with [MyTrustBenefits](#) to get a wide array of retail and hospitality discounts.

You can also apply for the [Blue Light Card](#) to benefit from large discounts with high street stores, venues and restaurants.

For more information on any of our benefits and wellbeing services, please contact the Staff Benefits / Workplace Wellbeing and Rewards Team by email: [staffbenefits@rmh.nhs.uk](mailto:staffbenefits@rmh.nhs.uk)

If there's something you'd like to see added to our range of benefits, please let us know. We are committed to expanding to suit your needs.





**Feel good.  
Be healthy.  
Live well.  
Because you matter**

