



# Perks and Rewards

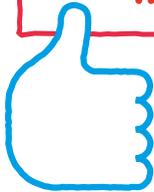


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High quality care is delivered by high quality people  
who are appreciated, respected and supported

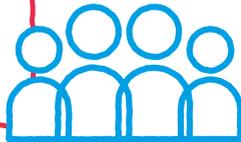
## What our colleagues have to say about working at City Health Care Partnership CIC...

"The team I work in is great, we all communicate with each other. The place I work in is modern and friendly."

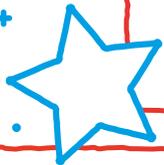


"Forward thinking, receptive to change and flexible."

"Feel valued as an employee, supportive team and opportunities to develop."



"Well supported, staff are friendly and always there to help."



"I love working here. I feel fully supported and valued as a team member. I have never known such a nice place to work, and my colleagues are fantastic."

### City Health Care Partnership CIC (CHCP CIC)

CHCP strives to be an employer of choice in the local area. We offer a range of benefits, rewards and recognition designed to enhance our colleagues' lifestyles, provide additional financial rewards, and complement a work-life balance. This booklet highlights the key benefits, rewards and recognition available to those who work for our organisation.

## Introduction from Andrew Burnell, Chief Executive

Find out more about the perks and rewards of working at City Health Care Partnership CIC. For more information, check out CHIPS (our intranet).



As well as perks and rewards, there's information about the terms and conditions of your employment and guidance about the high standard of conduct that we expect from you. You can also find details about policies and procedures that will affect your employment (these are all on MyCompliance).

I hope you find it useful. If you need more information, have an access need or don't have the use of a PC, please get in touch with HR.

I do hope you find working at CHCP rewarding and enjoyable. Your ideas and enthusiasm are at the heart of what makes us a successful company so please tell us what you think and use your voice to influence, challenge and facilitate improvements in our services.

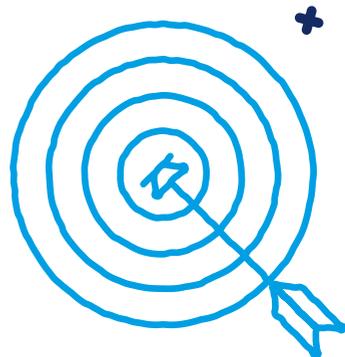
### ANDREW BURNELL

Group Chief Executive, City Health Care Partnership CIC



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## Benefits, rewards and recognition

✓ Available to bank workers



### Contractual benefits

- SEI Master Trust Pension ✓
- Annual leave (Annual leave payment to bank staff quarterly)
- Sick pay
- Miscellaneous leave
- Maternity and family leave
- Additional leave

### Your career and development - 'Developing You'

- Newly qualified practitioner support
- Clinical skills development
- Leadership and management training
- Mentorship support and reverse mentoring
- Clinical and non-clinical training
- Apprenticeships
- Academy of Clinical Excellence (ACE)
- Foundation Academy of Clinical Excellence (FACE)
- Personal development reviews
- Transferring internally
- 1:1 Career Advice and Coaching

### Flextra flexible benefits

- Business lease car
- Family lease car
- Transave UK – savings and loans
- St Stephens car parking passes
- BHSF health cash plan
- Home electronic solutions
- Cycle to work scheme
- Teeth whitening
- Annual leave purchase
- Professional bodies (HCPC, GDC, CIPD, CIMA, ACCA, AAT, GPhC & GMC)

### Reward & recognition

- Long service award
- Andrew's top 100 ✓
- Refer a friend
- Staff awards ✓
- Team building opportunities





## Supporting your health and wellbeing

- Stress support/CBT Workshops ✓
- Empower Workplace Programme ✓
- Wellbeing apps ✓
- Financial wellbeing resources ✓
- Health in Harmony ✓
- Acupuncture & Complementary Health Clinic ✓
- Working flexibly
- Employment break
- The Carers' Information & Support Service (CISS) ✓
- OccWellbeing Team (in-house Occupational Health) ✓
- Fast track Physiotherapy ✓
- Psychological Wellbeing Support ✓
- Health and Wellbeing Champions ✓
- Menopause support ✓
- Foster Friendly Employer (additional leave)
- Chaplaincy support ✓
- Domestic abuse support ✓
- Lunch and Learn Sessions ✓
- Gym membership discount ✓

## Financial support & employee perks

- Blue Light Card payment
- Health service discounts ✓
- Free will writing services ✓

## FREDIE (fairness, respect, equality, diversity, inclusion, and engagement)

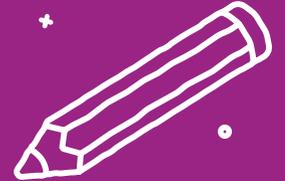
- Staff network groups ✓
- Workplace adjustment passport ✓

## Your voice matters

- Freedom To Speak Up Guardian ✓
- Colleague survey ✓
- Innovation Events ✓
- Andrew's Roadshows ✓
- Whoa ✓
- Be a shareholder in the organisation
- Regular colleague listening events ✓

## CHCP charity

- Staff Sponsorship ✓



# Contractual benefits



For CHCP group companies, entitlements and accessibility may differ. Please speak to your line manager or HR who will advise you.

## SEI Master Trust pension

SEI is a defined contribution pension scheme with members contributing a minimum of 6% contributions (more if they choose), also providing a generous employer contribution equal to 6% of salary. Furthermore, life insurance cover and dependants' benefits are included for active members of the scheme, equivalent to 2x annual pensionable salary for substantive employees and a fixed lump sum payment of £5,000 for bank staff.

If you meet the eligibility criteria for auto-enrolment, you will be automatically enrolled into the SEI pension scheme.

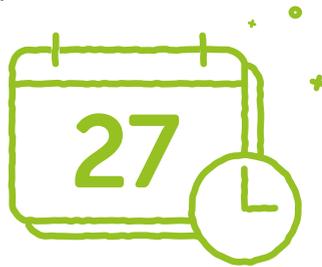
## Holiday and leave arrangements

To improve wellbeing, CHCP offers various types of leave to support colleagues when they need time away from work.

### Annual leave

CHCP offers a generous annual leave entitlement to support your wellbeing and work-life balance.

Colleagues' annual leave entitlement is based on their continuous previous service with an NHS employer, which counts as reckonable service in respect of annual leave.



**On appointment - 27 days + bank holidays\***

**After 5 years' service - 29 days + bank holidays\***

**After 10 years' service - 33 days + bank holidays\***

*\*Please note annual leave is based on staff members on Agenda for Change contracts. Please refer to your contract of employment for your annual leave entitlement.*

## Sick pay

CHCP colleagues on substantive contracts are entitled to remuneration while off work due to illness. This goes beyond the legal minimum government provisions (see Supporting Employee Attendance policy).

### During first year of service

**One month's full pay and two months half pay**

### During the second year of service

**Two months full pay and two months half pay**

### During the third year of service

**Four months full pay and four months half pay**

### During fourth and fifth years of service

**Five months full pay and five months half pay**

### After completing five years' service

**Six months full pay and six months half pay**



*\*Please note City Health Practice Limited entitlement is one month's full pay and one month's half pay.*

## Maternity and family leave

Colleagues who are preparing to welcome a new addition to their family are offered support through generous maternity and family leave and pay.

Entitlements are dependent on the amount of NHS continuous service (see Maternity and Family Leave policy).



## Miscellaneous leave

Miscellaneous leave gives colleagues a supportive leave arrangement in the event of any urgent or unforeseen circumstances that prevent someone attending work.

CHCP's Miscellaneous Leave Policy includes:

- Serious/unexpected domestic problems – such as burglary or damage to property
- Domestic violence (safe leave)
- Time off for carers and/or dependants
- Compassionate leave
- Jury service
- Army reserve duties
- Public duties
- Disability-related leave



## Additional leave



If you complete the annual colleague survey and receive your flu jab (unless exempt) you are entitled to an additional leave as a thank you for your feedback and for helping to keep you and our patients safe.

Half day pro-rata for completing the colleague survey.

One day pro-rata for having a flu jab.

*\*Subject to annual review.*

## Foster friendly employer



Employees who become a foster carer with Hull Fostering are entitled to paid leave.

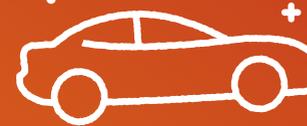
Before being approved as a foster carer:

- Up to two days' paid leave for assessment and training
- Half a day's paid leave for assessment at a panel

Once approved as foster carers, in subsequent years employees are entitled to:

- Time off for child review meetings, annual foster care review meetings and training: up to 2 days paid in any one year.

# Flextra (flexible benefits)



## Flextra (flexible benefits)

Flextra is our comprehensive flexible benefits scheme designed to provide you with a choice of benefits that suit you, your family and your lifestyle. Some benefits are paid for out of your gross pay, saving on tax, national insurance and pension contributions, meaning more money in your pay packet.

### **Business lease car** (over 3,000 business miles travelled annually)

CHCP will contribute up to £1,200 per year.

### **Family lease cars**

Includes insurance, MOTs, breakdown cover, routine servicing, tyre replacement, windscreen replacement cover. You just need to buy fuel and oil.

### **Transave UK – savings and loans scheme**

Hassle-free savings and loans paid directly via your salary.

### **St Stephen's car parking passes**

Beneficial parking rates at St Stephen's Car Park in Hull City Centre. Use the pass 24/7 for personal shopping or other trips as well as for work purposes; you can also register two vehicles on one pass.

### **BHSF health cash plan**

An affordable way to help you and your family with everyday health costs including dental, optical and therapy treatments.

[More information on this link.](#)



### **Home electronic solutions**

Spread the cost of chosen product(s) over one or two years.

### **Cycle to work scheme**

Upper limit of £2,000, 10% discount from retail price.

### **Teeth whitening**

City Health Dental Ltd provide the treatment and offer colleagues the facility to pay monthly for teeth whitening.

### **Annual leave purchase**

Up to 2 extra annual leave days (between January and March).

### **Professional bodies** (HCPC, GDC, CIPD, CIMA, ACCA, AAT, GPHC & GMC)

Pay monthly, deducted directly from your salary, renewing for you every year automatically.

*\*All Flextra benefits are subject to eligibility criteria.*

# Your career and development

## - 'Developing You'



CHCP understands how important it is for colleagues to feel supported and accomplished in their roles. We aim to offer the highest quality training and learning opportunities, including personal and professional development, as we understand that people, their aspirations and ambitions change throughout their working lives.

We are committed to supporting all our colleagues, from those who want to be the best they can be in their role to those who want to progress and climb the career ladder.

CHCP has an excellent learning culture and there is a variety of training offered to all staff, regardless of role, that extends far beyond statutory and mandatory training. So, whether it's academic or vocational learning, you'll be given the chance to expand your skills and knowledge, developing your expertise.



## Newly qualified practitioner support

If you're newly qualified, your first job can be daunting. We offer our newly qualified colleagues a fully supported programme of learning, giving you the chance to embed skills and knowledge and apply them in the reality of a working environment. You will follow a personal programme of development, building on your student experiences and growing in the confidence and competence you'll need in your future career with us.

## Management and leadership

We realise that leadership and management isn't for everyone, but it's still fundamental for our services to have good leaders and managers. We invest in our colleagues to help you if you're interested in pursuing a career in management or in leading in your area of practice. Our leadership and management development programmes are for different levels and naturally build up. You can start at whatever level is right for you.

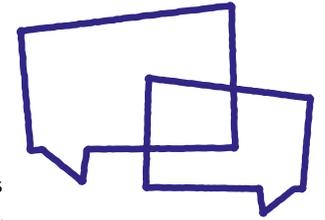


The Leadership Foundation Programme focuses on your personal qualities, working with others, setting directions as well as managing and improving services.

We also support level 3, 4 and 5 apprenticeships in Management and Leadership which are offered by several Further Education Colleges.

Working with a range of Higher Education Universities there are opportunities for our staff to undertake level 6 (degree) in Chartered Management, with further progression to level 7 (masters) in Senior Leadership and Management programmes.

## Mentorship support and reverse mentoring



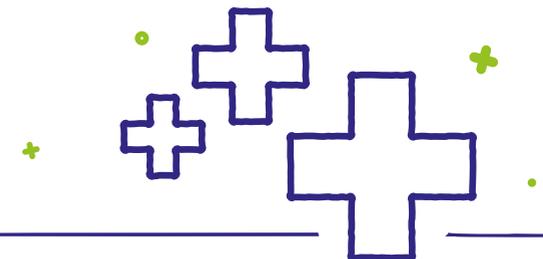
Understanding how others work and the challenges they face is an important part of our working ethos. Mentoring gives our colleagues the opportunity to discuss these challenges with others who have had similar experiences and are able to support others in recognising, assessing and overcoming them. We also use reverse mentoring to provide an effective way of understanding the challenges and barriers faced by colleagues that have never been experienced, which often leads to an exchange in skills, knowledge and awareness.

## Apprenticeships

We offer a wide range of clinical and non-clinical apprenticeships as part of personal and professional development. As an organisation we will find the most suitable apprenticeship for individual and service needs to ensure that colleagues are supported and able to meet the requirements of any course.

## Academy of Clinical Excellence (ACE)

ACE offers people who already work at CHCP the opportunity to become registered professional clinicians. Our internal process of talent management and expressions of interest enable colleagues to apply for nursing and allied health professional apprenticeships regardless of their healthcare experience. Tuition fees are paid for via the apprenticeship levy, enabling us to keep valuable colleagues within CHCP. We are also able to assist those who may not have the required level of academic study to start on their career journey by supporting them to achieve any qualifications needed.



## Personal development reviews

All colleagues are offered regular supervision and an annual personal development review. These are designed to discuss your progress and any challenges you're facing as well as career conversations. Making your supervision support and personal development review part of a continuous process helps your personal and professional development throughout the year, showing how you are growing in your knowledge, skills and experience.

## Transferring internally

Applicable for Band 2 to Band 6.

To help your career develop and to make sure we keep skilled and experienced colleagues at CHCP, you can request an internal transfer to another role. CHCP consider transfer requests to other internal roles. If approved, this enables a smooth transfer to an alternative role.

## 1 to 1 Career advice and coaching

Helping colleagues to help reach their full potential and career goals.



## Long service award



CHCP values the contribution of all our colleagues and recognises that many of our staff have worked in the wider NHS for a long time. This loyalty, commitment, and long-standing contribution to delivering high-quality healthcare to patients is formally recognised and rewarded with a certificate of achievement and gift voucher (see Long Service Policy).

## Andrew's Top 100

Andrew, CHCP's Group Chief Executive, runs a quarterly award scheme for our Top 100 colleagues.

## Refer a friend

If you recommend a friend or family to apply for a job at CHCP and they are successful, you can claim £250. This only applies to substantive roles.

*\*Please note the refer a friend scheme does not include bank posts. However, bank workers may refer a friend to a substantive role.*



## Staff awards

Our annual Celebrating Excellence staff awards give everyone the chance to nominate colleagues for recognition at a special event.

## Team building opportunities

To ensure our teams work together effectively, activities and events are hosted to help promote cooperation.



The Colleague Health & Wellbeing Guide will signpost you to services and resources to support you and encourage a healthy lifestyle both at work and outside of work. You can find it on CHIPS (CHCP intranet).

We will also send out emails from [chcp.healthandwellbeing@nhs.net](mailto:chcp.healthandwellbeing@nhs.net), with information about local and national wellbeing offers, Lunch and Learn sessions and a monthly newsletter.

## Stress support/CBT workshops

We experience stress when we feel we cannot cope with the pressure and demands placed on us at work and/or in our personal life. If pressure reaches a level we cannot cope with, we may experience psychological or physical symptoms associated with negative stress.

Our OccWellbeing service can offer support and refer you to other services. In addition, Let's Talk run Introduction to CBT workshops (formerly known as Stress Control). These sessions last 1.5 hours and are delivered via MS Teams over 4 weeks.

To register a place, please email [pws-letstalk.hull@nhs.net](mailto:pws-letstalk.hull@nhs.net)

## Empower workplace programme

Our Empower Workplace programme is suitable for all colleagues with a long-term health condition or who are carers. The programme runs over 6 weeks with two sessions of 1.25 hours per week. You will need to attend at least eight sessions to complete the programme.

The programme includes sessions on stress and mindful breathing, communication, pain and fatigue management, action planning and problem solving.

To book, or for further information, contact the team on 01482 344057 or email [chcp.empower1@nhs.net](mailto:chcp.empower1@nhs.net)

## Wellbeing apps

### HNY Our People

The HNY Our People app is part of a package of support provided across Humber and North Yorkshire Health and Care Partnership. It's designed to maintain and improve the wellbeing and physical and mental health of staff by providing a range of self-help resources to people 'on the go'. A tailored newsfeed provides you with advice and support signposting to self-help materials and resources giving you the tools to help manage your wellbeing positively and effectively.

If you're looking for a little extra motivation you can also take part in challenges with other colleagues and track your progress along the way. If you need more in-depth mental health support, you can also refer into the Resilience Hub directly via the app.

You can download the HNY Our People app via [Google Play](#) or the [App store](#).

NHS staff have been given free access to several wellbeing apps to support with their mental health and wellbeing. Click each link below for more information, including how to access support and when this free offer expires.



### #StayAlive

The StayAlive app is a suicide prevention resource for the UK, packed full of useful information and tools to help you stay safe in crisis.

### Bright Sky

Bright Sky is a free to download, confidential mobile app providing support and information for anyone who may be in an abusive relationship or those concerned about someone they know.

## WorkLife Central

The WorkLife Central programme is a curated collection of expertise, information and inspiration in video, live event and written formats, covering five principal topic areas – Careers, Families, Inclusion, Wellbeing and Workplace.

## Headspace

Headspace is a science-backed app for mindfulness and meditation, providing unique tools and resources to help reduce stress, build resilience, and aid better sleep.

## Unmind

Unmind is a mental health platform that empowers you to proactively improve your mental wellbeing.

## Zero Suicide Alliance

The Zero Suicide Alliance provides a range of free online learning sessions that give you a better understanding of the signs to look out for and the skills you need to approach someone who is struggling with social isolation or suicidal thoughts.

Follow the link below to find out more about each offer and when it expires.

[www.england.nhs.uk/supporting-our-nhs-people/support-now/wellbeing-apps](http://www.england.nhs.uk/supporting-our-nhs-people/support-now/wellbeing-apps)



## Financial wellbeing

The **Cost of Living Staff Support Guide** was created to signpost available support through CHCP, alongside regional and national offers.

## Menopause support

Menopause is a natural part of every woman's life, and it isn't always an easy transition.

However, with the right support, it can be much better. While every woman does not suffer with symptoms, supporting those who do will improve their experience at work. Here at CHCP we are proud to be accredited as Menopause Friendly. There are two training courses available: one for managers, 'Menopause in the workplace', and one which is suitable for all, 'Understanding the Menopause'. These courses give an overview of menopause symptoms, the impact these have on the body and what support can be offered in the workplace.

Both courses can be booked via ESR. **Menopause Guidance** can be found on My Compliance.



## Health support services

OccWellbeing provides our occupational health service, focusing on the physical and mental wellbeing of colleagues by encouraging safe working practices, ergonomics, monitoring the health of the workforce, and supporting the management of sickness absence.

PAL is a physiotherapy advice line provided by OccWellbeing in partnership with Physio Med. Colleagues get a speedy, expert intervention for recent muscle and joint problems directly from a Senior Chartered Physiotherapist. The advice line is designed to reduce the aggravation and severity of injuries and help to resolve them quickly.

Resilience Hub (Hull & ER colleagues) offers advice and support for issues such as emotional wellbeing, bereavement, debt, domestic violence and relationship issues in Humber and North Yorkshire. For further information go to: [hnyresiliencehub.nhs.uk](http://hnyresiliencehub.nhs.uk)

## Health in harmony

Complementary Therapies including yoga, Reiki, massage, aromatherapy in the home and bespoke team events. These sessions are a combination of face to face and online. A 20% discount is available for CHCP CIC staff (you will need to confirm you work for CHCP when you book).

For further information please visit: [healthinharmony.me.uk](http://healthinharmony.me.uk)

## Acupuncture & complementary health clinic

CHCP CIC colleagues receive a 20% discount on their first treatment followed by a 10% discount on any further treatments including massage and reflexology.

To get the discount you will need to confirm you are a CHCP member of staff when you book. For further information please visit: [embeacupuncture.co.uk](http://embeacupuncture.co.uk)



## Lifestyle changes

### Working flexibly

All staff have the right to request to work flexibly, not just parents or other carers. The opportunity to work flexibly can help and support you in different ways at different times in your working life.

Changes in working arrangements can be agreed temporarily or permanently. Where there is a short-term need, you should also consider annual leave, miscellaneous leave, or other time off provisions such as unpaid leave. All requests will need to be submitted to your line manager for them to consider the impact on you, your work and your colleagues and the aim is to agree a solution that benefits both you and the service.

All staff should have the chance to discuss flexible working arrangements in their Health and Wellbeing Conversations.

If you need further guidance, please refer to the [Flexible Working Policy](#) and Individual/Managers Toolkits on My Compliance.

### Employment break

The employment break is a formal agreement between you and the organisation for an extended period of unpaid absence from employment. It involves an understanding on both sides that you will return at the end of the agreed period. You also have opportunities for keeping up to date in the intervening period.

You may take an Employment Break to fulfil childcare commitments, care for another dependant, training, study leave or work abroad.

Please refer to the [Employment Break Policy](#) on My Compliance for further guidance on eligibility.



## The Carers' Information & Support Service (CISS)

The Carers' Information & Support Service (CISS) offers support to CHCP employees with caring commitments.

If you are providing a caring role while juggling work an appointment with CISS will allow you time out to discuss your needs away from the person you care for, look at what is available to you to support your caring role and help with time to reflect on what is happening.

### CISS provides:

- Carers' Assessments
- Emotional & Practical Support
- Signposting & Referrals – (Let's Talk, Dove House, Age UK, Legal Advice)
- Signposting and referrals for the person being cared for
- Information on Carers' Rights: GP registration, Education, Employment
- Information on relevant Peer Support Groups
- Access to a free of charge sitting service
- Family Support
- Bereavement Support & Carer Befriending



CISS can be contacted on 01482 222220, 9am to 5pm, Monday-Friday or by email: [chcp.carersinfo@nhs.net](mailto:chcp.carersinfo@nhs.net)

**East Riding Carers:** 01482 396500, [ercarers@eastriding.gov.uk](mailto:ercarers@eastriding.gov.uk)

**St Helens Carers Centre:** 01744 675615, [info@sthelenscarers.org.uk](mailto:info@sthelenscarers.org.uk)

**Knowsley Carers Centre:** 0151 549 1412, [enquiries@knowsleycarers.co.uk](mailto:enquiries@knowsleycarers.co.uk)

If you require any further guidance, please refer to the [Supporting Carers in the Workplace Guide](#) available on My Compliance.

## Health and Wellbeing Champions

A Health and Wellbeing Champion can be a CHCP colleague working in any team at any level, who has a particular interest in health and wellbeing and who is keen to support the wellbeing of their colleagues. This is a voluntary role where champions will promote, share and signpost colleagues to information about wellbeing support and resources, feedback on what is working well and suggest improvements.

We currently have over 50 Health and Wellbeing Champions and if you are interested in joining this fantastic team then please email the dedicated health and wellbeing inbox ([chcp.healthandwellbeing@nhs.net](mailto:chcp.healthandwellbeing@nhs.net)).



## Mindful Employer status

CHCP has been awarded Mindful Employer status, a charter for Employers who are positive about Mental Health. Having signed the 'Charter for Employers Positive about Mental Health', we are committed to creating a supportive and open culture, where colleagues feel able to talk about mental health confidently.

## Working with cancer pledge

CHCP is proud to pledge to Working with Cancer and is committed to encourage an open and inclusive workplace, so those who encounter a cancer diagnosis feel comfortable talking about their situation.

## Chaplaincy support

Pastoral, spiritual and religious support is available to support emotional and spiritual health and wellbeing. You don't need to be religious to talk to a chaplain.

## Domestic abuse support

CHCP is committed to safeguard and promote the welfare of children, young people and adults. Employees can request leave to attend the following appointments:

- Making arrangements for their safety (including relocation)
- Making alternative childcare arrangements
- Attending court hearings
- Appointments with the Domestic Abuse Partnership (DAP)
- Accessing support services

## Lunch and learn sessions

Discussing a variety of health and wellbeing topics on MS Teams, these sessions are informal, and colleagues can join any sessions they wish to attend or request a recording if they are unable to attend the live event. Colleagues are also encouraged to suggest ideas for future sessions.

## Gym membership discount

CHCP employees can get discounted gym memberships with Nuffield Health.

Other discounted gym memberships are featured on Blue Light Card.



## Staff Lottery

You can buy up to 5 £1 tickets a month for our staff lottery, paid for through your salary. 1st prize is over £1,800, with other prizes up for grabs. Spare funds are put into a pot for team activities, such as days out or team building events.

You can sign up through the form on CHIPS.

## Health service discounts

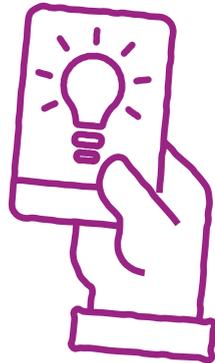
Launched in 2001, Health Service Discounts (previously NHS Discounts) is now the largest NHS employee benefit provider with relationships across more than 400 NHS organisations.

Click on the link and register a new account today to start receiving hundreds of discounts exclusive to Health Service Staff: [healthservicediscounts.com](https://healthservicediscounts.com)

## Blue Light Card

In your first payslip with us, we will pay you the equivalent sum of the cost of membership to the Blue Light Card so you can access two years of incredible discounts.

Click on the following link to see what discounts are available: [bluelightcard.co.uk](https://bluelightcard.co.uk)



## Free will writing services

Making a will is something many people put off. However, it is an important way to protect your family and loved ones at the most difficult of times.

Dunham McCarthy offer a free will writing service to help you plan for your future, protecting your family and loved ones. The free service is provided remotely, either via telephone or video call. For more information and to book your appointment to start the drafting of your will: [dm-legal.co.uk/chcp/](https://dm-legal.co.uk/chcp/). For more information: [FAQs](#)



CHCP promotes the principles of FREDIE (fairness, respect, equality, diversity, inclusion, and engagement) throughout the organisation and beyond.

While supporting and sustaining an inclusive and diverse workforce that is representative of the community it serves, equally we are committed to providing services that not only respect our increasingly diverse population but also promote equity of access and care.

## Staff networks

There are currently four staff network groups that offer support to people who are under-represented in our workforce. These groups include: BAME, LGBTQ+, Supporting Disability & Wellbeing and Armed Forces.

If you would like to join any of the groups, please email [chcp.engagement@nhs.net](mailto:chcp.engagement@nhs.net)

## A manager's guide to reasonable adjustments/Workplace Adjustment passport

CHCP offer workplace adjustments to support you at work if you have a health condition, impairment or disability. The passport provides a framework talking about someone's health and what changes can be made at work to support them.

Your  
voice  
matters



## Freedom to Speak Up Guardian

The freedom to speak up guardian is an important role acting as an independent, confidential, and impartial source of advice to staff at any stage of raising a concern, with access to anyone in the organisation, including the Chief Executive, or if necessary outside the organisation.

## Colleague survey

Every year our colleague survey gives you the chance to have your say on what it's like to work at CHCP.

It helps us find out what's working well and where we can improve, to make us a better provider of care and a better employer for all our colleagues.

The colleague survey helps identify organisational improvements and know what is going well. The purpose is to make CHCP a better provider of care for patients and improve the employment experience for all who work for our organisation.



## Whoa (as in “Whoa, hang on a minute!”)

Whoa offers colleagues who are thinking of moving on the option to have a chat to discuss career opportunities. It involves a coaching approach and support for people to develop the confidence to discuss opportunities or concerns with their own line manager.

## Be a shareholder in the organisation

CHCP CIC is a co-owned business, which means that it's owned by the people who work here. The staff shareholder scheme is open to staff members at a one-off cost of £1. All new permanent staff and those with a fixed-term contract of over one year will automatically become shareholders at the beginning of their employment.

### The benefits – have your say

Being employee owned allows for the culture of CHCP CIC and our 'team of teams' approach to be threaded through each decision we make. As a CIC and therefore, a 'for better profit' business, we put any profits straight back into the business to improve both service user and colleague developments and experiences, as well as invest into the communities in which we are contracted to deliver services.

To find out more about Co-ownership at CHCP, please email [chcp.engagement@nhs.net](mailto:chcp.engagement@nhs.net)

**Executive Board** – a co-opted Co-owner Representative will be appointed to CHCP CIC's Executive Board.





The Foundation's objective is to promote and support health and wellbeing within the communities in which we deliver services by innovating, inspiring, involving and investing in our colleagues, services and the community.

It is run by volunteer staff trustees and awards small grants to voluntary and community groups who are working to improve health and wellbeing in their areas.

The Foundation also sponsors CHCP staff who are involved in charitable activities. If you have any queries regarding the **CHCP Small Grants** programme, or would like an application form, please email: [chcp.foundation@nhs.net](mailto:chcp.foundation@nhs.net)

There is more information about staff sponsorship on CHIPS.





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