

# Key Information Document

This document sets out key information about your relationship as a work-seeker with Kinetic Nursing Services Limited, as an employment business, including details about pay, holiday entitlement and other benefits. You can find more information in our Carers Handbook.

The Employment Agency Standards (EAS) Inspectorate is the government authority responsible for the enforcement of certain agency worker rights. You can raise a concern with them directly on 020 7215 5000 or through the ACAS helpline on 0300 123 1100, Monday to Friday, 8am to 6pm.

## General Information

<b>Name of employment business:</b>	Kinetic Nursing Services Limited
<b>Type of contract you will be engaged under:</b>	Contract of Employment (Flexible Employee - Zero hours)
<b>Who will be responsible for paying you</b>	Kinetic Nursing Services Limited
<b>How often you will be paid:</b>	Weekly in arrears
<b>Expected or minimum rate of pay</b>	£13.25ph  This rate maybe higher if you are providing services on special projects or an emergency service.
<b>Deductions from your pay required by law:</b>	PAYE Tax, Employee NI contributions, Employee Pension contributions of 5% (if not opted out) and any Student loans or Court order deductions (if applicable)
<b>Any other deductions or costs from your pay:</b>	N/A
<b>Any fees for goods or services:</b>	DBS checks (Criminal Record) are charged at £49.50. Costs are deducted in increments of £10.00.  This will be highlighted to you before you are placed and accept any assignment with Kinetic.
<b>Holiday entitlement and pay:</b>	Holiday pay is accrued each working week and paid when time off is taken. An Agency Worker is entitled to statutory holiday entitlement of 5.6 weeks – 28 days for full-time workers, this is pro-rated for part-time workers.
<b>Additional benefits:</b>	Access to collective facilities provided by a client on day one of an assignment under the Agency Workers Regulations 2010 though these will vary from client to client.

## Representative example of your pay

<b>Example rate pay:</b>	Pay £13.25ph, working a 40-hour week Weekly Pay = £530.00
<b>Deductions from your wage required by law:</b>	Tax: £53.55 National Insurance: £23.06 Pension Deduction: £20.50 Student Loan: £1.00 (Plan 1)  Tax calculation based on 1257L tax code
<b>Any other deductions or costs from your wage:</b>	N/A
<b>Any fees for goods or services:</b>	N/A
<b>Example net take home pay:</b>	£431.89

<b>Example rate pay:</b>	Pay £13.75ph, working a 20-hour week Weekly Pay = £275.00
<b>Deductions from your wage required by law:</b>	Tax: £6.65 National Insurance: £2.66  Tax calculation based on 1257L tax code
<b>Any other deductions or costs from your wage:</b>	DBS Check: £10.00
<b>Any fees for goods or services:</b>	N/A
<b>Example net take home pay:</b>	£255.69