

Portsmouth Healthcare NHS Trust
MEMORANDUM

Code A

Assistant Finance Manager

Ref
AL/cm69

To
Fiona Cameron – Divisional
General Manager
cc

Portsmouth Health Care NHS Trust
Received

10 MAR 2000

1st March 2000

General Manager, Fareham District

RE: DR BELLENGER – CLINICAL ASSISTANT PAYMENTS

Please find attached a copy of the backup information used to pay Dr Bellenger's invoice. The letter is from Pam Keeping (I think).

I have no idea where the payroll information came from. According to my records payments have been made as follows:

Payroll	£19497.55
Invoices	<u>£28478.50</u>
Total	£47976.05

The final Quarter's invoice is due shortly and would suggest we pay:

Contract Amount	£56524.00
Pay To Date	<u>£47976.05</u>
Amount Owing	£ 8547.95

Regards.

Code A

Amanda

PORTSMOUTH
HealthCare
TRUST

27 SEP 1999

Ms Jane Horner
Practice Manager
Highlands Medical Centre
102 Highlands Road
FAREHAM
Hants PO15 6JF

Date.....
File.....
To Patient Normal.....
To Attend Surgery.....
Notes Please.....
To Ring Me.....
Prescription.....
Computer.....
Fundholding.....

Our ref
PK/bao

Your ref

Date
23 September, 1999

Ext
Code A

Dear Ms Horner

Thank you for your letter of 1st September. The PAYE payments made in August were activated just before we received Dr Bellengers letter agreeing to the contract and the calculation - sorry if this has caused inconvenience.

In order to rectify matters, I propose the following action that minimises work for your practice.

1. We pay £2,999.60 in accordance with the original calculation for the first quarter 01.04.99 to 30.06.99 - Pam Keeping is currently implementing this.
2. As we have the Partners' agreement to the new contract, we will terminate their now defunct PAYE contract. I have actioned this so no pay will be made in September.
3. Your next invoice for 01.07.99 to 30.09.99 will be adjusted as follows:

Contract value per quarter	=	£14,131.00
- Payments made in August	=	<u>£ 2,783.10</u>
Payable for July, Aug, Sept. 1999	=	£11,347.00

Your invoice for July, Aug, Sept, can be for £11,347.90 and thereafter for the full £14,131 per quarter.

One minor point is that the invoice you sent us for April, May, June 1999 bears the date 01.09.99 to 30.09.99, rather than 01.04.99 to 30.06.99. It is not a problem for us and we are paying against this invoice, I point this out only to help your record keeping.

PORTSMOUTH HEALTHCARE NHS TRUST CENTRAL OFFICE

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