

What is Reckonable service?

An employee's continuous previous service full-time or part-time with any NHS employer counts as reckonable service in respect of NHS agreements on redundancy, maternity, sick pay and annual leave. When employees who have been transferred out of NHS employment to a non-NHS provider return to NHS employment, their continuous service with a new non-NHS employer providing NHS funded services, will be counted as reckonable in respect of NHS agreements on sick pay, annual leave and incremental credit.

This service is what will be taken into account when calculating your entitlement to a number of different benefits. The amount of reckonable service you have will depend on any breaks in service you may have had and how long these breaks were.

What is a Continuous Service Date?

Continuous Service for employment purposes refers to the uninterrupted period an employee has worked for a single employer. A Continuous Service Date is used to determine how much of your service, if any, with any recognised NHS organisation is taken into account when calculating your entitlement to Occupational/Contractual:

- Sick pay,
- redundancy pay,
- maternity / paternity / adoption leave and pay,
- annual leave.

All service with any recognised NHS organisation that can be used when calculating your entitlement is known as reckonable service.

There are three dates that are used when calculating entitlement; the table below explains what each date means and what it used for;

Maximum break	Entitlement used for	Explanation
1 Week	Redundancy and Notice Periods	<p>For redundancy and notice periods, your service will reset if you have a break of one week or more.</p> <p>PLEASE NOTE: The date is automatically reset if someone is made redundant.</p> <p>Full details of redundancy entitlements are contained in Section 16 of the AFC Handbook.</p>
3 Month	Contractual maternity / paternity / adoption leave and pay	<p>Any breaks of 3 months or more will reset these entitlements.</p> <p>Full details of leave and pay for new parents are contained in Section 15 of the AFC Handbook.</p>

12 Month	Sickness absence pay	Any breaks of 12 months or more will reset these entitlements.
		Full details of sickness absence entitlements are contained in Section 14 of the AFC Handbook.

What is a break in service?

It is considered a break in service if you have been out of employment with a recognised NHS organisation for more than one week; a week is measured Sunday to Saturday; there should be a break of one full week from Sunday to Saturday for the break to be considered a break in service.

Example 1

Week 1		Week 2							Week 3	
1	2	3	4	5	6	7	8	9	10	11
Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon

You ended your employment with one NHS organisation on Friday of week one and you start your employment with a new NHS organisation on Monday of week three, as you have been out of NHS employment for a full week's cycle (Sunday to Saturday) this would be considered a break in service.

Example 2

Week 1		Week 2							Week 3			
1	2	3	4	5	6	7	8	9	10	11	12	13
Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed

You ended your employment with one NHS organisation on Monday of week two and you start your employment with a new NHS organisation on Wednesday of week three, as you have not been out of NHS employment for a full week's cycle (Sunday to Saturday) this would not be considered a break in service.

Annual Leave

Any previous service with a recognised NHS organisation will be used to calculate your entitlement to annual leave; any break in service would be discounted.