**Application to join the NHS Interim Management and Support Interim Chair and Non-Executive Director pool**

**Please Note: NHS IMAS will consider every application to join the Interim Chair and Non-Executive Director Pool although not every applicant will be registered. If you have not heard from us within 28 days your application will not have been successful and your information will not be stored by NHS IMAS.**

**If successful and by agreeing to be on the register, you will agree to NHS IMAS sharing the information on this form, including your CV and references with other NHS organisations for consideration for potential assignments. You have the right to request to remove your details from the NHS IMAS register at any point and withdraw your consent to share your information by contacting us on** [nhs.imas@nhs.net](mailto:nhs.imas@nhs.net)

**Please confirm here that you understand this requirement: Yes / No (delete as appropriate).**

**1. Personal Details**Name:   
Telephone:  
Email address:

Daily Rate (this will not be shared initially):

Date application form completed:

**2. Previous NHS Employment**

Have you ever been employed as a member of staff by the NHS?

If yes when did you leave? (DATE DD/MM/YY)

What was your reason for leaving?

Resigned

Retired

Voluntary Redundancy

Compulsory Redundancy

Other (please specify)

If you have been made redundant, please specify the date on which you would be available to work in the NHS (DATE DD/MM/YY)

*Please note that as a condition of registering with NHS IMAS you consent to NHS IMAS sharing this information with potential clients.*

**3. Relevant recent experience, knowledge and expertise**

Please provide evidence of your experience, knowledge and expertise in the following areas as they apply to the interim Chair and Non-Executive Director Criteria attached (no more than 250 words for each):

**Experience**

**Key Skills / Competencies**

**Values**

**4. Specialties**

Please specify the areas you concentrate on/specialise in?

**5. Availability/mobility**

What is your availability and mobility (catchment area) for assignments?

**6. Supporting references**

Please provide the details of four referees to support your NHS IMAS application. At least three must be from senior leaders substantively employed within the NHS or in organisations related to the NHS. All work undertaken within the past twelve months must be covered.

Please note we cannot accept a reference from someone for whom you have already provided a reference to join the NHS IMAS pool.

We will contact your referees direct in order to complete the registration process. Please provide details, as requested below, for each referee.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Referee name | Job Title | Organisation | Email address |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| 3. |  |  |  |  |
| 4. |  |  |  |  |

NHS IMAS references may be shared with NHS IMAS clients during consideration of pool members for assignment opportunities. NHS IMAS references are intended to provide information on a pool member’s suitability to be considered for NHS IMAS assignments. They will not be supplied to employers for employment purposes.

**7. Compliance with IR 35**

When on assignment you may be asked by the client organisation to confirm that you are IR 35 compliant. It is important that you understand this and are able to confirm that you are IR 35 compliant. Further information can be found on the HMRC website at <http://www.hmrc.gov.uk/ir35/>.

Please confirm here that you understand this requirement: Yes / No (delete as appropriate).

Please confirm how you will be operating:

Limited Company (name of Limited Company)

Sole Trader

Other (please specify)

Guidance can be found on <https://www.gov.uk/set-up-business>

Please note currently arms lengths bodies cannot contract with sole traders.

**8. Professional Standards**

NHS IMAS is committed to the professional standards for members of NHS Boards and CCG governing bodies. By registering with NHS IMAS you agree to being committed to these standards – [professional standards](http://www.professionalstandards.org.uk/publications/detail/standards-for-members-of-nhs-boards-and-clinical-commissioning-group-governing-bodies-in-england)

Please confirm you are aware of and are committed to following these standards on all NHS IMAS assignments: Yes / No (delete as appropriate).

**Please enclose a copy of your full and current CV**

**Please tell us how you heard about NHS IMAS? (Please highlight one option)**

Website

Word of mouth

NHS IMAS Partner

Previous client

NHS Improvement IST Team

Another NHS IMAS pool member / colleague

Regional publications – which one?

**Please Note:**

Being a pool member with NHS IMAS does not guarantee that you will be found work or that you will be placed on an assignment. Our service is demand led and we do not send out pool members CV’s speculatively to the NHS.