



Key Information Document (PAYE)

This document sets out key information about your relationship with us, including details about pay, holiday entitlement and other benefits.

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

Your name:	
Name of employment business:	MEDICSPRO LTD
Your employer (if different from the employment business):	MEDICSPRO LTD
Type of contract you will be engaged under:	Contract for Services
Who will be responsible for paying you (if different from your employer):	MEDICSPRO LTD.
How often you will be paid:	Payments are dependent on submission of timesheet. Payments are made on a Tuesday and Friday each week.
Expected or minimum rate of pay:	NATIONAL LIVING WAGE £9.50
Deductions from your pay required by law:	PAYE TAX/ NIC/PENSION CONTRIBUTION
Any other deductions or costs from your pay (to include amounts of how they are calculated):	N/A
Any fees for goods or services: Services are OPTIONAL and will not be applicable should you decide not to use them	N/A
Holiday entitlement and pay:	Depending on hours/ days worked to a maximum of 28 days per year (29 days for year 2022/2023)
Additional benefits:	N/A

Example – Minimum Weekly Pay

Contractor works 40h/pw

Enrolled in pension scheme at 5% contribution

Entitled to full annual Personal Allowance £12570

One off optional costs not included or not applicable

Example gross weekly rate of pay:	£380.00
Deductions from your wage required by law:	PAYE TAX 20%: -£25.05 NATIONAL INSURANCE 13.25%:-£25.18 PENSION CONTRIBUTION 5%: -£13.00
Any other deductions or costs from your wage:	N/A
Example net take home pay:	£316.77