

Refer a Friend – T&C's

What is Refer a Friend?

The 'Refer a Friend' incentive scheme will reward you with money for recommending new carers into Allied Healthcare. The more friends you introduce, the more money you can earn.

How many friends can I nominate?

As many you like – just make sure they have the right skills for the role.

For further information relating to our current vacancies please direct your 'friend' to our Careers Page – www.alliedhealthcarejobs.co.uk

Who can 'Refer a Friend'?

The scheme is available to employees in Allied Healthcare except for:

HR Department / Recruitment Team / Head of Departments / Regional Directors / Care Delivery Directors / Care Delivery Managers / Branch Managers / Hub Managers / Extra Care Managers

What 'Friends' does this apply to?

Only your 'friends' that don't already work at Allied Healthcare.

Ex-employees / Re-employments and TUPE staff are excluded from this scheme.

How much do you receive for a successful nomination?

Any recommendation regardless of part / full time employment will be rewarded **£250** directly through payroll. This payment is subject to normal payroll deductions.

When will I receive my payment?

- Once your referred friend has worked 4 weeks you will receive an initial payment of £100
- Then after your friend completes 3 months of service, you'll receive a further payment of £150

How do I submit my referral?

We will send a Survey Monkey link to all carers each month to refer their friends.

The link will also be available on social media and the Allied Careers page www.alliedhealthcarejobs.co.uk

Marketing material will direct you to www.alliedhealthcarejobs.co.uk to make your referral.

The recruiter team will monitor the Survey Monkey uploads daily and contact those that have been referred.

They will add all referrals to the recruitment applicant tracking system (ATS).

If your friend is already on the recruitment system they will not be deemed as a referral as they have applied to us already and you will therefore not qualify for payment.

They will interview them and book them for a branch meet if this has not already happened.

If the branch meet has happened and the branch sends through the paperwork for this they will add this to the candidate record and start the administration process.

How will I receive my payment?

The Reward team will pull a report from the ATS weekly to check any referees marked on the system that have completed the administration process.

They will then check against a payroll report to ensure that they have started paid work.

Once they have started paid work a £100 payment will be paid into your account on the next payment run and show as bonus. This payment is subject to normal payroll deductions.

The rewards team will also check after 3 months if the new starter is still working for the company. If they are a £150 payment will be paid into your account on the next payment run and show as bonus. This payment is subject to normal payroll deductions.

Do I need to be with the company to receive my payment?

Current employees recommending candidates must be in employment with the company on the date of the payment. They must not be working a notice period, under investigation or have live disciplinary warnings.

The company reserves the right to review this scheme at any time, which may result in the withdrawal of payment.