

The NPA's Employment Law, HR and Health & Safety Advisory Services Summary Information Sheet

Employment Law & HR for pharmacy, warehouse and head office operations

	Everything within full membership	One2One service with WorkNest
Telephone and email advice - GPhC and PSNI compliant - delivered by a team	✓	
Sense checking of correspondence drafted by member	✓	✓
Single policy review	✓	✓
Knowledge Hub online resources	✓	✓
CaseNest case management system - on request	✓	✓
PeopleNest - HR records storage	✓	✓
LearningNest - free access to a range of courses	✓	
NPA Template HR Documents inc. Locum Agreement	✓	✓
Regular email bulletins and webcasts	✓	✓
Contract of Employment and Employee handbook (Basic)	✓	
Contract of Employment and Employee handbook (Bespoke)		✓
Telephone and email advice - GPhC and PSNI compliant - delivered by a named adviser		✓
Full Document, Policy & Correspondence drafting Inc. Apprenticeship and Settlement Agreements		✓



The services below are also available at preferential NPA Member rates, on a non-contracted adhoc basis to suit your needs

- ✓ Full Document, Policy & Correspondence drafting Inc. Apprenticeship and Settlement Agreements
- ✓ Contract of Employment and Employee handbook (Bespoke)
- ✓ HR Consultancy Support; grievance and disciplinary investigations and meetings
- ✓ Employee Assistance Programme (EAP)
- ✓ Occupational Health Assessments and Support
- ✓ LearningNest - elearning enhanced packages
- ✓ Tribunal Litigation Representation Service - Non Insured

Legal Expenses Cover (Employment)

	Included within NPA PI/PL & Legal Defence Policy	One2One service with WorkNest
Tribunal Litigation Representation Costs - (Pharmacy Employees)	✓	✓
Tribunal Awards & Settlements - WorkNest LEI Top Up Policy (Pharmacy Employees) 51% Prospects of Success required. Advice dependant.		✓
Tribunal Litigation Representation Costs - WorkNest LEI Top Up Policy (Head Office & Warehouse Employees) 51% Prospects of Success required. Advice dependant.		✓
Tribunal Awards & Settlements - WorkNest LEI Top Up Policy (Head Office & Warehouse Employees) 51% Prospects of Success required. Advice dependant.		✓

Legal Expenses Cover (Health & Safety)

Tribunal Litigation Representation Costs - (Pharmacy Employees)	✓	✓
Tribunal Awards & Settlements - WorkNest LEI Top Up Policy (Pharmacy Employees) 51% Prospects of Success required. Advice dependant.		✓

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Health & Safety for Pharmacy, Warehouse and Head Office operations

	Everything within full membership	One2One service with WorkNest
Telephone and email advice - GPhC and PSNI compliant - delivered by a team	✓	
Knowledge Hub online resources	✓	✓
Regular email bulletins and webcasts	✓	✓
LearningNest - free access to a range of courses	✓	✓
General Risk Assessment/ Fire Risk Assessment - on site Pharmacy		✓
General Risk Assessment/Fire Risk Assessment - on site Warehouse & Office		✓
Can act as one of your Competent Persons		✓
SafetyNest Health & Safety management software		✓
Telephone and email advice - GPhC and PSNI compliant - delivered by a named Consultant		✓
Emergency Assistance		✓



The services below are also available at preferential NPA Member rates, on a non-contracted adhoc basis to suit your needs

- ✓ LearningNest - elearning enhanced packages
- ✓ Fire Risk Assessment - on site Pharmacy, on site Warehouse & Office
- ✓ General Risk Assessment - on site Pharmacy, on site Warehouse & Office
- ✓ PAT Testing / Electrical Installation Inspections
- ✓ Fire and Security systems
- ✓ Asbestos Survey, Legionella Survey and Water Testing
- ✓ Training: IOSH Accredited Courses and bespoke H&S skills and awareness courses
- ✓ Equality Act Accessibility Surveys
- ✓ Emergency Assistance



Have a question?

For Employment Law & HR Advice

email employmentadvice@npa.co.uk
or call **0330 123 0558**

For Health & Safety Advice

email healthandsafety@npa.co.uk
or call **0330 123 0558**

To find out more about WorkNest's One2One or additional services

email enquiries@worknest.com
or call **0345 226 8393**