

**Payroll Services Department**

**Blackpool Teaching Hospital NHS Foundation Trust**

HR & OD Directorate  
Home 15  
Victoria hospital  
Whinney Heys Rd  
Blackpool  
Lancashire, FY3 8NR

HMRC contact details:-  
H.M. Revenue & Customs  
PO BOX 1970  
Liverpool  
Merseyside, L75 1WX  
0300 200 3300

The employers PAYE tax reference for employees of :-  
Blackpool Teaching Hospitals is 065/VZ20585  
Fylde & Wyre CCG is 475/RA83990  
Blackpool CCG is 475/SA83736  
Morecambe Bay CCG is 475/TA83715  
BFW Management Ltd (Atlas) is 475/FB55966

Payroll Info:			Expenses Info:			
	<b>Enhancements, Extra Hours &amp; Overtime period</b>	<b>Pay Day</b>	<b>Period of Travel/Expenses Claim:</b>	<b>Date by which to submit claim to Manager for authorisation</b>	<b>Monthly Pay Day</b>	<b>Weekly Pay Day</b>
<b>Jan 2022</b>	06.12.21 to 02.01.22	<b>26.01.22</b>	01.12.21 to 31.12.21	05.01.22	26.01.22	21.01.22
<b>Feb 2022</b>	03.01.22 to 06.02.22	<b>23.02.22</b>	01.01.22 to 31.01.22	05.02.22	23.02.22	18.02.22
<b>March 2022</b>	07.02.22 to 06.03.22	<b>30.03.22</b>	01.02.22 to 28.02.22	05.03.22	30.03.22	25.03.22
<b>April 2022</b>	07.03.22 to 03.04.22	<b>27.04.22</b>	01.03.22 to 31.03.22	05.04.22	27.04.22	22.04.22
<b>May 2022</b>	04.04.22 to 01.05.22	<b>25.05.22</b>	01.04.22 to 30.04.22	05.05.22	25.05.22	20.05.22
<b>June 2022</b>	02.05.22 to 05.06.22	<b>29.06.22</b>	01.05.22 to 31.05.22	05.06.22	29.06.22	24.06.22
<b>July 2022</b>	06.06.22 to 03.07.22	<b>27.07.22</b>	01.06.22 to 30.06.22	05.07.22	27.07.22	22.07.22
<b>Aug 2022</b>	04.07.22 to 31.07.22	<b>31.08.22</b>	01.07.22 to 31.07.22	05.08.22	31.08.22	26.08.22
<b>Sept 2022</b>	01.08.22 to 04.09.22	<b>28.09.22</b>	01.08.22 to 31.08.22	05.09.22	28.09.22	23.09.22
<b>Oct 2022</b>	05.09.22 to 02.10.22	<b>26.10.22</b>	01.09.22 to 30.09.22	05.10.22	26.10.22	21.10.22
<b>Nov 2022</b>	03.10.22 to 06.11.22	<b>30.11.22</b>	01.10.22 to 31.10.22	05.11.22	30.11.22	25.11.22
<b>Dec 2022</b>	07.11.22 to 05.12.22	<b>21.12.22</b>	01.11.22 to 30.11.22	05.12.22	21.12.22	16.12.22

PLEASE NOTE December 2022 pay date is subject to amendment. Date will be confirmed nearer the time.