**Covering note**

The default model contract entitles you to this pay rise, but if you think your contract has been modified then check for the following clause:

*‘annual increments on [incremental date] each year and in accordance with the Government’s decision on the pay of general practitioners following the recommendation of the Doctors’ and Dentists’ Review Body’*

If you are on the BMA model contract and the above clause is included, please amend the letter as follows:

1. Delete ‘salaried GPs’ in paragraph one
2. Delete paragraph two entirely

If the above term is not in your contract, we still encourage you to approach your employer but note they are not contractually obliged to pass this on to you. In this scenario, please amend the letter as follows:

1. Delete ‘my’ in paragraph one
2. Keep paragraph 2, as this is relevant for doctors who are not on the BMA model contract.
3. Remove ‘was amended by agreement, so it’ if this part is not relevant to you.

*N.B. we would also recommend deleting this covering note prior to sending the letter.*

**[NAME]**

**[ADDRESS]**

**[DATE]**

Dear **[NAME OF PRACTICE OR SETTING/EMPLOYER/ MANAGER],**

You will be aware that the Government recently announced that they were accepting the Doctors’ and Dentists’ Review Body (DDRB) recommendations for Salaried GPs. Their recommendation was to award a 6% pay rise for NHS doctors in England, including for salaried GPs. This should extend to all salaried GPs, no matter their contract, employer or setting. Therefore, I am writing to ask that my salary be increased by at least 6% overall for 2023/24 and this increase should be backdated to 1 April 2023. This is in addition to the 4.5% pay rise recommended by the DDRB for last year, which should have been awarded for 2022/23.

[*I understand that my contract agreement with my employer was amended by agreement, so it does not reference the annual increments which the Government awards. However, the BMA’s Sessional GP Committee encourages that all employers pass on the full 6% which I trust you would accept.*]

Therefore, I would be grateful if you could confirm the amount I will be receiving based on this arrangement, as well as confirmation of my updated salary for the year.

Your sincerely,

**[SIGNATURE]**

**[NAME]**