

Payroll and Pensions FAQs

1. Where can I get my payslip?

- Access workforce via the link: <https://nclccgs.nhsworkforce.org/>
- Login using your email address as the username and password
- On the left hand side there are a list of functionalities – select ‘ePayslips’

2. Where can I view my p60?

- Access workforce via the link: <https://nclccgs.nhsworkforce.org/>
- Login using your email address as the username and password
- On the left hand side there are a list of functionalities – select ‘ePayslips’
- Once on the ePayslips page, on the left hand side there are further functionalities listed
- Select ‘My P60s’
- You will then see an option to download your p60 in a PDF format for 2021-2022

3. Where can I find my employee/payroll number?

You can find your employee/payroll number on your payslip, under assignment number.

4. When is pay day?

Pay day is 25th of every month. Where the 25th falls on a weekend or bank holiday payment will be made the Friday before.

5. When is the payroll deadline?

The deadline is 2nd of the month. Please submit all payroll forms before this date.

Payroll’s e-mail address is nelcsu.ccgforms.north1@nhs.net

6. When is my increment date?

Your increment date is displayed on your payslip. Your incremental date is usually the date which you took up your post.

7. Who do I contact if I have a query regarding my pay or pension?

Please contact the payroll team at nelcsu.northccgpayroll@nhs.net

Please contact your relevant [HR business partner](#) in the first instance.

Payroll's contact details can be found [here](#).

8. What do I do if I want to retire?

Please contact a member of the Payroll and Pensions team. Their contact details can be found [here](#).

9. How do I opt out/in of the pension scheme?

Please contact a member of the Payroll and Pensions team, who will be able to provide with the necessary form to complete. Their contact details can be found [here](#).