NHS Pensions - Request for Mental Health Officer

(MHO) status

**Completion guidance for form SM333**

Mental Health Officer (MHO) status is only applicable to members who spend all, or nearly all, of their working time in direct treatment and care of mentally ill patients.

Please read the factsheet which is available on our website at: [www.nhsbsa.nhs.uk/nhs-pensions](http://www.nhsbsa.nhs.uk/nhs-pensions)

The automatic grades are nurses (capacity code 01) hospital doctors (capacity code 03).

This form requires a ‘Yes’ or ‘No’ answer and can be completed by the members’ supervisor or Pensions Officer (a job description is not required).

**Note - MHO status cannot be considered for:**

* any membership of the 2008 Section or the 2015 Scheme
* members of the 1995 Section who have never held MHO status on or before 6 March 1995
* members holding MHO status but who have a break in pensionable employment of any one period of five years or more after 6 March 1995
* Medical and Dental Practitioner employment
* any member moving to non MHO duties.

(This list is not exhaustive and other exclusions may apply)

This form must **not** be used for:

* Trainee/qualified Clinical Psychologists – refer to the SM215.
* All other grades – refer to the SM1.
* Retention of MHO/SC status for a nurse manager grade - refer to the SMR.

**Note:** The form must **not** be passed to the employee to complete.

NHS Pensions will contact the enquirer to confirm if MHO status applies.

|  |
| --- |
| Employer Address |

#### NHS Pensions

PO Box 683, Unit 5

|  |  |
| --- | --- |
| EA Code: |       |

Newcastle Upon Tyne

NE5 9EE

|  |  |
| --- | --- |
| EA Ref: |       |

|  |  |
| --- | --- |
| Date: |       |

#### NHS Pensions – Request for Mental Health Officer (MHO) status

**Automatic grades (capacity 01 & 03) (SM333)**

|  |  |
| --- | --- |
| Members full name |       |

|  |  |  |  |
| --- | --- | --- | --- |
| SD number |       |  NI number  |       |

|  |  |  |  |
| --- | --- | --- | --- |
| Employment start date |       | End date / last update |       |

|  |  |
| --- | --- |
| Job title |       |

|  |  |
| --- | --- |
| Place of work |       |

|  |  |
| --- | --- |
| MHO claimed from |       |

As one of the automatic grades (hospital doctor - capacity 03 or nurse - capacity 01) and where the MHO eligibility criteria is met, NHS Pensions can grant the status on your recommendation.

**Note:** This form must **not** be used for:

* Trainee / qualified Clinical Psychologists – refer to the SM215.
* All other grades – refer to the SM1.
* Retention of MHO/SC status for a nurse manager grade – refer to the SMR.

The form must **not** be passed to the employee to complete.

|  |  |
| --- | --- |
| SD no. |       |

I confirm MHO status for this member as shown below:

|  |  |  |  |
| --- | --- | --- | --- |
| Tick as appropriate  |  | **MHO start date** | **MHO end or annual update** |
| **MHO status accepted** | [ ]  |       |       |
| **MHO status not applicable** | [ ]  |       |       |

Additional changes or employments falling under this employing authority can be recorded below:

|  |  |  |  |
| --- | --- | --- | --- |
| Tick as appropriate  |  | **MHO start date** | **MHO end or annual update** |
| **MHO status accepted** | [ ]  |       |       |
| **MHO status not applicable** | [ ]  |       |       |

|  |  |  |  |
| --- | --- | --- | --- |
| Tick as appropriate  |  | **MHO start date** | **MHO end or annual update** |
| **MHO status accepted** | [ ]  |       |       |
| **MHO status not applicable** | [ ]  |       |       |

**Note:** If the capacity code changes from 01 or 03, you will need to refer to the relevant MHO form.

# I certify the above is correct

|  |  |
| --- | --- |
| Signature |       |
| Official position |       |
| Date |       |  (dd/mm/yyyy) |