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| **Chief Nursing Officer Directorate**  Chief Nursing Officer Division  E: cath.henderson@gov.scot |  |
| By email |  |

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9th December 2020

Dear Deans,

**NMAHPs STUDENTS - CHANGES TO PLACEMENT EXPENSES**

I am writing to confirm that the Scottish Government has extended the financial support available to Scottish domiciled (Home) undergraduate Nursing, Midwifery & Allied Health Profession students to help facilitate take up of placements for duration of Covid-19. This additional financial support may be paid only under limited circumstances.

Students may claim for the following additional expenses for the period commencing 1st September 2020 and may continue to do so for the duration of Covid-19 and until the Scottish Government advises otherwise.

1. Additional travel costs incurred due to Covid restrictions:

* All students may claim if an additional cost is levied by their insurance company to amend car insurance coverage from personal to business purposes. Students may claim only the additional amount levied and must submit receipts evidencing the charge; and
* All students may claim for mileage where public transport cannot be used or where they have to travel further to undertake a placement than they would in normal circumstances, we will temporarily remove the daily milage cap. SAAS will base their decisions on HEIs support of the application as justification.

1. Placement expenses for Scottish domiciled students on placement in the rest of the UK:

* Only Scottish domiciled AHP students on **1) Prosthetics and Orthotics and 2) Orthoptics courses** may claim travel and accommodation expenses outside Scotland if they are on placement in the rest of the UK. The funding does not cover rest of UK and international students. Other courses may be considered by exception but must have been cleared with CNOD prior to being submitted to SAAS.

We will provide these expenses as an exception at this time, in line with the normal SAAS allowance guidance.

Claims should be submitted using the Nursing and Midwifery and AHP claim forms on the SAAS website: <https://www.saas.gov.uk/forms/nmsb>. All claims must adhere to SAAS guidance and must be certified by the appropriate department within Higher Education Institutions prior to submission.

Students must sumit their claim within 6 months of their placement end date.

**Exceptional Circumstances**

Any cases where there are exceptional circumstances should be notified to, and agreed with, the Scottish Government.  For these cases requests should be submitted to the Chief Nursing Officer’s Directorate (using mailbox [CNOD\_Education@gov.scot](mailto:CNOD_Education@gov.scot)) for approval before being submitted to SAAS.

Yours sincerely,

Cath Henderson

Unit Head, Nursing, Midwifery, Allied Health Professions & Healthcare Science Education

Chief Nursing Officer’s Directorate, Scottish Government