SuppoRTT Parental Leave: Guidance on KIT/SPLIT days

Scope

Intended for resident doctors on an EoE training programme who are on maternity, shared parental or adoption leave. We aim to keep this factsheet up to date but please do refer to national guidance & your trust policies.

Keep in Touch (KIT) days

- Up to 10 days allowed, without bringing your maternity/adoption leave to an end
- Do not need to be used consecutively
- KIT days do not extend your maternity/adoption leave
- Can be used during paid and unpaid leave, except the first two weeks of compulsory maternity leave.
- Cannot be taken during accrued annual leave
- Working part of a day uses up 1 KIT day
- Days can be used for supervised clinical work and shadowing, as well as courses, teaching, meetings and induction activities.
- Applicable to those eligible for parental leave, regardless of whether they are in an EOE training programme/post.

Shared Parental Leave in Touch (SPLIT) days

- You must be eligible for shared parental leave to apply (which differs from shared parental pay).
- 20 days can be taken by each eligible parent
- This is in addition to the 10 KIT days allowed
- They do not have to be taken consecutively
- SPLIT days do not extend your parental leave
- Cannot be taken during accrued annual leave
- Working part of a day uses up 1 SPLIT day
- Similar to KIT days their use & details of payment must be agreed by your employer.
- Applicable to those eligible for parental leave, regardless of whether they are in an EOE training programme/post.

Payment of KIT & SPLIT days

- Payment of KIT/SPLIT days is the responsibility of the trust who is paying your maternity/adoption/shared parental leave, regardless of if your KIT/SPLIT days take place in a different trust.
- However, KIT/SPLIT days cannot be insisted on and must be agreed by your employer. If your request is refused contact your Trust SuppoRTT Champion or the SuppoRTT officer for advice.
- If you are moving into a new deanery and your employer does not approve your KIT/SPLIT days at your new trust, contact the local suppoRTT officer at your new deanery to see what funding is available to you. The EoE SuppoRTT team are happy to support in finding the correct deanery contact.
- It is recommended that you agree in writing, with your employer, how much you will be paid for KIT/SPLIT days
- Usually, hours worked are paid at basic daily rate less any occupational and statutory maternity, adoption or shared parental pay.
- If KIT/SPLIT days are taken during the full pay period, the employer should ensure that the employee receives a day of paid leave in lieu once they have returned to work, as per the resident doctors' contract.
- If KIT/SPLIT days are taken during the half pay period, then half a day of paid leave in lieu can be taken once they return to work.
- If KIT/SPLIT days are taken during unpaid leave, they can be paid at the basic daily rate OR you may be able take it as paid time off in lieu instead, with the agreement of your employer.
- A full day's pay for less than half a day's work is at the discretion of the employee.
- Pay for KIT/SPLIT days for LTFT trainees should be the same as a full-time trainee
- Employers are now encouraged to consider reimbursement of reasonable childcare costs as part of KIT/SPLIT days, so discuss this with your employing trust.
- You can apply for study leave expenses such as course fees, transport etc. through the usual study leave application process.

Considerations for Clinical Work

If doing clinical work in a patient setting, you are responsible for ensuring you have:

- Adequate supervision
- Valid professional indemnity
- A contract for the trust you will be working at covering the type of work you will be doing
- Occupational health clearance.
- DBS, if applicable
- Resuscitation training, if appropriate

Key Documents

https://www.acas.org.uk/maternity-paternity-and-adoption-leave-and-pay