

Healthcare Financial
Management Association
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BUSINESS REPLY SERVICE
Licence No SWB1873

HFMA seeks to represent, support and provide high-quality, independent, and objective advice to its members and the wider healthcare community. It aims to promote best practice in financial management and leadership across the UK health economy and through its local and national networks.



Contact information

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HFMA Ltd., registered in England and Wales no. 5787972, is the trading company of the Healthcare Financial Management Association, registered with the Charity Commissioners of England and Wales no. 1114463.

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HFMA Partner Programme

HFMA's Partner programme brings together NHS organisations across the UK to:

- + Support HFMA Branches in delivering a programme of professional development that can be accessed by all your staff
- + Support the policy and research work being done through HFMA's regional and national committees
- + Subscribe to a benefit package delivering high-quality value products and services to your organisation – including publications, recruitment, training and conference benefits and much more



...Supporting NHS finance locally and nationally

Over the last few years HFMA has made some significant improvements in the service it provides to its members and the wider healthcare community.

A totally independent registered charity, the Association provides unique support services to the healthcare finance function in the UK, at both a local and national level. The biggest strength is in the development of training programmes and technical publications but there are many other facets to our work.

In 2006, a record number of training places were provided for finance, non-finance staff, and non-executives. In addition, a whole range of training packages, e-learning and publications have been developed to assist in explaining finances to other staff groups. The well-renowned 'Introductory Guide to NHS Finance' is acknowledged as the standard text on NHS finance.

Finance professionals in healthcare may join the Association as personal members for which they receive voting rights, the opportunity to participate at a local and national level and ten copies of *Healthcare Finance* – the leading journal in the field. Details of how to join can be found in this brochure or at www.hfma.org.uk.

Joining HFMA as an individual is simply a small personal commitment which we ask each of our members to make. The Association relies on the HFMA Partner Programme and many other initiatives to help support its activities.

The Programme was launched in 2002 to help support the work of the Association in the form of a voluntary levy paid once-per-year by organisations to help support the Association's work. In exchange, an extensive range of benefits is offered to those who choose to pay the levy. These are explained more clearly in this brochure.

The most significant new part of the package introduced in 2007 is our new Information Service. The Information Service is an online resource that will allow partner members access to published material including an archive library of *Healthcare Finance* magazine, over 100 publications, access to news, views and comments on healthcare finance issues, plus a series of other useful documentations.

I would therefore ask you to consider supporting the Association by agreeing to pay this voluntary levy and enable HFMA to continue its work. If you choose to use its services you will gain valuable discounts which will help offset the cost but more importantly you will be helping to contribute to a strong independent voice for healthcare finance.

If you have any questions at all please do not hesitate to contact me personally but I would value your organisation's commitment to this important programme.

Yours faithfully



Mark Knight
Chief Executive

Supporting finance staff development locally...

The Association

HFMA is the member Association for finance staff in healthcare. Our aim is to be recognised as the voice of healthcare finance and by increasing the level of member participation in the Association deliver a high quality and cost-effective programme of professional development and information services to our members and partners.

As a registered charity, the Association works for the finance community to ensure it receives appropriate professional and technical development opportunities. Any surplus generated by the Association is used to improve member benefits and provide grants, bursaries and other opportunities for finance professionals. HFMA also wholly owns a company, HFMA Ltd which trades in non-charity areas. All of HFMA Ltd's profits are covenanted back into the company at the end of each year.

The Programme

HFMA's Partner Programme is a voluntary levy designed to help the organisations that employ HFMA members. It is operated on an annual basis by individual organisations who pay a levy based on their size. This levy is used to support your Branch deliver professional development opportunities for all the staff in your organisation as well as providing much needed support for the national HFMA in the delivery of its key objective to become *The Voice of Healthcare Finance*.

The Support

The Partner Programme supports HFMA Branches in delivering professional development opportunities for all NHS finance staff. Part of your subscription will be given directly to your Branch to develop local initiatives to support your finance staff. These initiatives include:

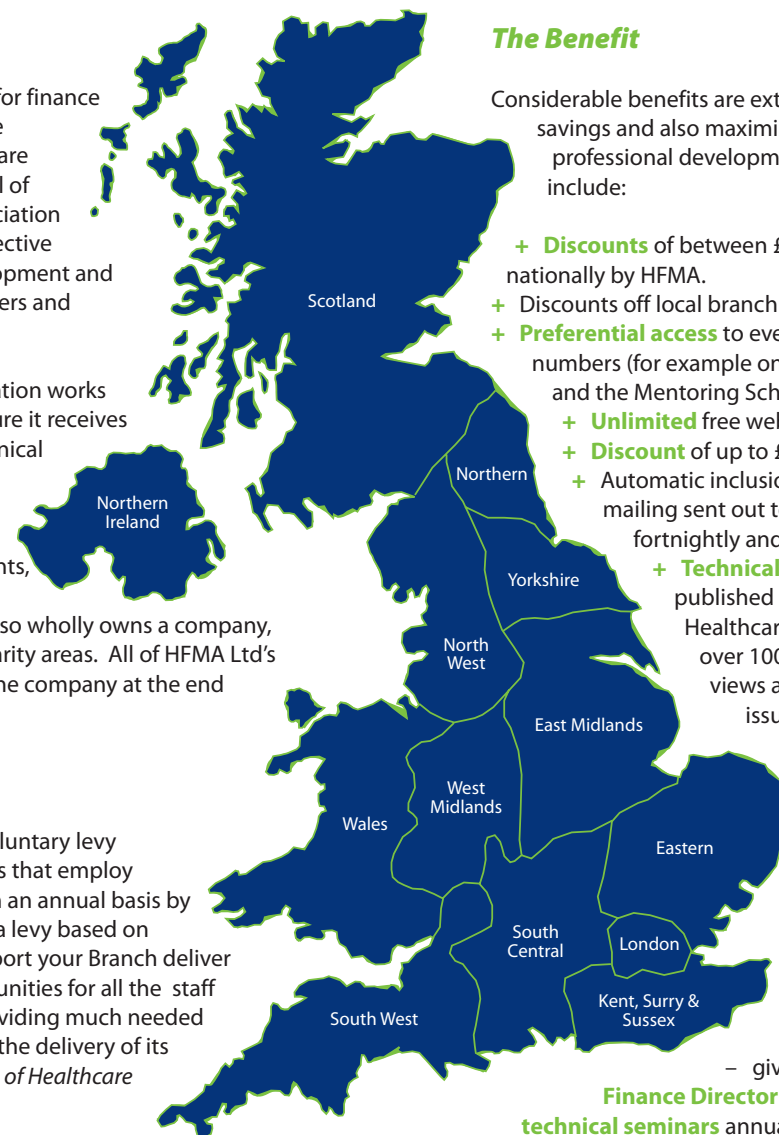
- + Supporting the Branch network meetings, committees and consultations
- + Subsidising the cost of local Branch events and conferences
- + Increasing the branches ability to deliver a greater level and high-quality training and development
- + Offering discounts off branch weekend schools and other conferences

The levy is also used to fund the work of the Association's national office and provide discounts on the significant range of products and services which the Association provides.

The Benefit

Considerable benefits are extended to HFMA Partners to maximise savings and also maximise the benefits of commitment to professional development for NHS finance staff. Benefits include:

- + **Discounts** of between £70 and £300 off events run nationally by HFMA.
- + Discounts off local branch events
- + **Preferential access** to events where there are limited numbers (for example on the Pre-Accounts Planning seminars) and the Mentoring Scheme
- + **Unlimited** free website recruitment advertising
- + **Discount** of up to £300 on HFMA's training packages
- + Automatic inclusion into a new **Jobs Alert** e-mail and mailing sent out to for circulation to all NHS organisations fortnightly and individual subscribers
- + **Technical support** benefits including copy of all published material including archive library of *Healthcare Finance* magazine, access library of over 100 publications online, access to news, views and comments on healthcare finance issues
- + A distinct badge/logo to give **accreditation** to HFMA Partners to signal they are a Partner and committed to the professional development of all staff working in and with their finance department
- + 20% **discount** off all e-learning orders
- + Priority Access to HFMA Networks of similar organisations in the following markets – FT & Acute, PCT – giving **free access** to up to 4 high level **Finance Director Forums** annually, free access to up to 5 **technical seminars** annually, free copies of **briefings and publications** produced specifically for these Faculties
- + One **free delegate place** on our annual Finance Update Conference



The value

Your staff will see improved Branch services as a result of your organisation joining the Partner Programme. Your organisation will benefit through the provision of significant information services and support mechanisms, but also the chance to save the cost of the Programme and much more from the discounts given on HFMA programme of activities.

Level		
1- Foundation Trusts – to include inclusion in the FT Finance Group* – abated to £1,265 for FTs under £150m and Acute Trusts who are current HFMA FT Finance Group members	£1,475	<input type="checkbox"/>
2 – Trusts with a turnover of £150m plus, Band 5 PCTs, Band 4 Ambulance Trusts, Band 4 SHAs, all ALBs and other statutory bodies such as Audit Commission, health departments and other miscellaneous bodies	£1,025	<input type="checkbox"/>
3 – Trusts with a turnover of £30-£150m, Band 4 PCTs, Band 3 Ambulance Trusts, Band 3 SHAs, Scottish Health Boards, Welsh Trusts with income in excess of £150m, Northern Ireland Trusts. Audit agencies	£815	<input type="checkbox"/>
4- Trusts with a turnover below £30m, Band 3 PCTs, Band 2 Ambulance Trusts, Bands 1 and 2 SHAs, Welsh trusts with income below £150m	£685	<input type="checkbox"/>
5 – All Band 1 and 2 PCTs, Welsh LHBs, Band 1 ambulance trusts	£545	<input type="checkbox"/>

...Representing the finance function nationally

HFMA Partner Programme Application Form

Organisation Name

Address

Name of Director of Finance

Specify your Organisation type (Please tick)

Level		
1- Foundation Trusts – to include inclusion in the FT Finance Group* – abated to £1,265 for FTs under £150m and Acute Trusts who are current HFMA FT Finance Group members	£1,475	<input type="checkbox"/>
2 – Trusts with a turnover of £150m plus, Band 5 PCTs, Band 4 Ambulance Trusts, Band 4 SHAs, all ALBs and other statutory bodies such as Audit Commission, health departments and other miscellaneous bodies	£1,025	<input type="checkbox"/>
3 – Trusts with a turnover of £30-£150m, Band 4 PCTs, Band 3 Ambulance Trusts, Band 3 SHAs, Scottish Health Boards, Welsh Trusts with income in excess of £150m, Northern Ireland Trusts. Audit agencies	£815	<input type="checkbox"/>
4- Trusts with a turnover below £30m, Band 3 PCTs, Band 2 Ambulance Trusts, Bands 1 and 2 SHAs, Welsh trusts with income below £150m	£685	<input type="checkbox"/>
5 – All Band 1 and 2 PCTs, Welsh LHBs, Band 1 ambulance trusts	£545	<input type="checkbox"/>

I authorise the organisation to become a member of the HFMA Partner Programme. Please invoice my organisation as per the instructions above.

Purchase Order No

Signed Date

Director of Finance/Responsible Officer

NB: Trusts joining the Partner Programme will have their subscription renewal date standardised to April 1st after the first subscribed payment.

Independent Sector healthcare organizations membership fee is also based on that per NHS Trusts.

* HFMA FT Finance Group:

The FT Finance Group supports and represents the interests of finance professionals in FT's and prospective and aspiring FT's and provides an opportunity to share common issues. Membership benefits include:-

- + a free place on the FT Directors Forum (runs 3-4 times a year)
- + a free place on the FT Technical Forum (run 3-4 times a year), subjects include, Insurance/indemnity/Valuation and Treasury Management
- + a free place at any New Applicants Day
- + significant discount on The FT Annual Conference