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| NHS Standard Contract |
| Variation Agreement template (full length or shorter-form Contract) for updating contracts which extend beyond 31 March 2023 |
| March 2023 |

Prepared by: NHS Standard Contract Team, NHS England

 england.contractshelp@nhs.net

 (please do not send variation agreements to this email address)

**Contract/Variation Reference**: ……………………………………………………………………………

**Proposed by**: Co-ordinating Commissioner on behalf of the Commissioners/Provider (*delete as applicable*)

**Date of Variation Agreement**: ……………………………………………………………………………

Capitalised words and phrases in this Variation Agreement have the meanings given to them in the Contract referred to above.

1. In consideration of their respective obligations under the Contract (as varied by this Variation Agreement) the Parties have agreed the Variation [summarised] [full details of which are set out] below (*delete as applicable)*:

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1. [The Variation is reflected in [the revised Particulars bearing the contract reference and variation number set out above] [and/or] [the Annex to this Agreement] [and/or] [the attached [insert title and reference of document] and the Parties agree that the Contract is varied accordingly.] (*delete/complete as applicable*)
2. [References in the Service Conditions (2023/24) to Parts of Schedule 6 (*Contract Management, Reporting and Information Requirements*) must be read as references to those Parts as numbered in the Particulars dated [*insert date of original signed Particulars*].] *(delete if varying contract by means of revised Particulars using Option 1 of the Guidance on the variation process and on updating contracts which extend beyond 31 March 2023, and replace with ‘Not used))*
3. The Variation takes effect on [1 April 2023].
4. [The Co-ordinating Commissioner is authorised by all Commissioners to sign this Agreement on their behalf.] *(delete if not applicable)*

**IN WITNESS OF WHICH the Parties named below have signed this Variation Agreement on the date(s) shown below**

| **Signed by** | [INSERT CO-ORDINATING COMMISSIONER’S AUTHORISED SIGNATORY’S NAME] |
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| **for and on behalf of THE CO-ORDINATING COMMISSIONER\*** |
| **Signature** |  |
| **Title** |  |
| **Date** |  |

**[INSERT AS ABOVE FOR EACH COMMISSIONER]\***

[Subject to following any governance processes set out on the relevant Collaborative Commissioning Agreement, the Co-ordinating Commissioner may sign the Variation Agreement on behalf of all Commissioners. In all other circumstances, all Commissioners must sign the Variation Agreement. *Delete/complete as appropriate.]*

| **Signed by** | [INSERT AUTHORISED SIGNATORY’S NAME] |
| --- | --- |
| **for and on behalf of** | [INSERT PROVIDER’S NAME] |
| **Signature** |  |
| **Title** |  |
| **Date** |  |

*(NOTE: the Annex should only be used if you are using Option 2 in the ‘Guidance on the variation process and on updating contracts which extend beyond 31 March 2023’ and are not re-issuing the updated 2023/24 Particulars with this Variation Agreement. If you are using Option 1 in the Guidance and are re-issuing updated Particulars with this Variation Agreement, delete this Annex.*

*If you are updating Schedules other than the Payment Schedules (for example, Schedule 2B (Indicative Activity Plan)), insert them in order below)*

**ANNEX**

*[insert in order any other schedules which are to be updated for 2023/24 and populate as per guidance in the NHS Standard Contract 2023/24 Particulars and the* [2023/24 Technical Guidance](https://www.england.nhs.uk/nhs-standard-contract/23-24/)*]*

**SCHEDULE 3 - PAYMENT**

1. **Aligned Payment and Incentive Rules**

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| ***Populate as per guidance in NHS Standard Contract 2023/24 Particulars or state Not Applicable (always Not Applicable for Shorter Form Contracts)*** |

1. **Locally Agreed Adjustments to NHS Payment Scheme Rules**

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| ***Populate as per guidance in NHS Standard Contract 2023/24 Particulars or state Not Applicable*** |

1. **Local Prices**

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| ***Populate as per guidance in NHS Standard Contract 2023/24 Particulars or state Not Applicable*** |

1. **Expected Annual Contract Values**

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| ***Populate as per guidance in NHS Standard Contract 2023/24 Particulars or state Not Applicable*** |

1. **Timing and Amounts of Payments in First and/or Final Contract Year**

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| ***Populate as per guidance in NHS Standard Contract 2023/24 Particulars or state Not Applicable (always Not Applicable for Shorter Form Contracts)*** |

1. **CQUIN**

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| ***Populate as per guidance in NHS Standard Contract 2023/24 Particulars or state Not Applicable (always Not Applicable for Shorter Form Contracts)*** |

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