

**Exceptions to
Stonefish
Approvals**

Unpaid leave – via CV1 route

Cost distribution changes (which do not affect % FTE or contract end date) – via CV1 route

Purchasing additional leave - via CV1 route

Maternity leave – via CV1 route

Paternity & Partner leave - via CV1 route

Shared Parental Leave - via CV1 route

Adoption and surrogacy leave – via CV1 route

Decrease in FTE – Flexible working request

Family leave – payment for KIT and SPLIT Days – via CV1 route

Career break - via CV1 route

Additional payments e.g. NHS Banding payment – via CV1 route

Additional Clinical Payments (APA, banding, additional hours) – via CV1 route

Termination of Employment – [via existing form](#)

Termination for postgraduate students no longer providing module assistance – [via existing form](#)

Other ad hoc payments - via CV1 route

Overtime payments - via CV1 route

Payment of holiday pay for hourly paid teaching staff – via FORM TA-EMP 09 I

Patient & Public Participation in Research / Clinical Trials - via temp staff proforma route

Patient & Public involvement: Service User /Carer: e.g.: contribution to meetings / enact change / steer policy /educational enrichment – via temp staff proforma route