Removals Flow Chart

NB: This process assumes that the trainee is in a recognised training post and that they have not exhausted their £8000 allowance.

Does the trainee currently live further than twenty miles away from the hospital where they will be working?

- Yes
- No

Is the new property in a location that is appropriate for the trainee's new placement? In other words, has the move provided sufficient benefit to their ability to get to work?

Yes ← **Is the trainees commute from the previous address currently greater than 1 hour 15 minutes in normal traffic every day?**

- Yes
- No (from new property question) → **Not eligible. The move must be beneficial to the new post. If the move is further away or not close enough then the move is not justified.**
- No (from commute question) → **Not eligible. Trainee is close enough to their new post that a claim for removals is not justified.**

What type of property is the trainee moving from?

- Owner occupied
- Rented unfurnished or living with relative
- Rented furnished

Have they sold this property or are they planning to sell it?

- Yes
- No → **What type of property is the trainee moving to?**

What type of property is the trainee moving to? (owner occupied branch)

- Owner occupied → **Eligible for removals, sale costs, purchase costs and search costs.**
- Rented → **Eligible for removals, sale costs, agency fees and search costs.**
- Hospital accommodation → **Eligible for removals, sale costs and 1 visit to supervise removals.**

What type of property is the trainee moving to? (rented unfurnished branch)

- Owner occupied → **Eligible for removals, visits agency fees and search costs.**
- Rented → **Eligible for removals, visits agency fees and search costs.**
- Hospital accommodation → **Eligible for man & van/van hire costs and 1 visit to supervise removals.**

What type of property is the trainee moving to? (rented furnished branch)

- Rented unfurnished
- Rented furnished → **Eligible for man & van/van hire costs, agency fees and search costs.**
- Hospital accommodation → **Eligible for man & van/van hire costs and 1 visit to supervise removals.**