



APHA Briefing Note 14/17

Changes to payment of Official Veterinarian Services – England and Wales

Purpose

1. To inform Official Veterinarians (OVs) of changes to the payment of OV services in England and Wales.
2. As of 7 July 2017 all miscellaneous claims for OVs previously paid via the submission of AH49 forms and OVc5/OVc6 forms will need to be claimed via an invoice issued by the OV practice. The self-billing system APHA previously had in place has been decommissioned.

Background

3. Please submit all invoices on a monthly basis to include all services completed. To ensure that payments are made promptly, please include all of the following information:
 - Unique Invoice number
 - Practice details; registered trading name, address (ideally letter-headed to include vat registration number)
 - Date of visit
 - CPH number and farm/customer name
 - Detail of task, and appropriate fee (headage or hourly as appropriate), including number of animals and/or hours – as per the Scale of Fees below
 - Detail of mileage being charged

- VAT (at the appropriate rate) should be shown separately on the invoice as a separate charge. VAT is not included within the scale of fees.

4. Invoices should be sent by email to: FinanceEnglandServiceDelivery@apha.gsi.gov.uk.

5. Please include the following in the subject title: 'OV Miscellaneous Claim' followed by the Practice name. The Finance Team can be contacted on 02080 265644 if emailing invoices is not an option.

Further Information

Scale of Fees

The scales of fees have been taken from the LVI Claims data base.

Work Area/Task instructed by APHA	Hourly cost	Cost per animal	Visit cost
Bluetongue, Foot-and-Mouth Disease, Glanders, Parasitic Mange, Rabies, Sheep Scab, Swine Fever, Quarantine Examinations, Inspection of Animals and Poultry in Markets, Swine Vesicular Disease, Equine Infectious Anaemia, Equine Viral Arteritis, BSE	£72.53	n/a	£52.12
Importation/Exportation of animals (incl horses)	£72.53	n/a	£52.12
Welfare Visits/Reports	£72.53	n/a	£52.12

Mileage rates (for visits in table above)		
low mileage	upper mileage	mileage rate
1	10000	£0.40

Work Area/Task instructed by APHA	Hourly cost	Cost per animal	Visit cost
DNA Packing*	n/a	n/a	£3.00

DNA Tagging*	n/a	£6.04	n/a
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**DNA Packing/DNA Tagging should only be charged for when the owner of animals in a TB test is paying for the test rather than APHA. No mileage can be claimed on these tasks.*

Anything outside of these fees needs to be agreed prior to the task date with the Veterinary Head of Field Delivery.

Please contact the APHA Finance & Business Support Team if you have any queries:

- Animal and Plant Health Agency, Finance & Business Support, Lutra House, Bamber Bridge, Preston, PR5 8BX
T +44 (0)20 80265644
FinanceEnglandServiceDelivery@apha.gsi.gov.uk

Issued: 25 July 2017