**Private and Confidential**

**October 2024**

Dear Colleague

**RE: TUPE Transfer Welcome Letter**

We are delighted to confirm that ERS Transition, Trading as EMED Group Limited (EMED Group) have recently been awarded the contract to supply non-emergency patient transport services across Buckinghamshire, Oxfordshire and Berkshire which is due to commence on 1st April 2025.

We would like to advise you that subject to you meeting the criteria set out under TUPE regulations, your employment will transfer from South Central Ambulance Service NHS Foundation Trust (SCAS) to EMED Group on 1st April 2025.

As part of our mobilisation plans over the coming weeks and months, we will be actively working with our new client and you our transferring Employees from SCAS to ensure the smooth and effective transfer of Employees and Services to EMED Group.

We will endeavour to make the consultation process with transferring employees engaging, timely and effective. We will seek to address any questions at the earliest opportunity.

How can you assist us in ensuring a timely and effective transfer?

* Please attend any scheduled meetings at allocated times once available and agreed.
* Please bring and return all completed forms to your one-to-one TUPE engagement onboarding consultation meeting and original right to work and supporting documentation. Any information you are unable to complete or fully understand please leave blank and we will complete together at your one-to-one meeting.
* If available, please bring your latest original DBS certificate to your one-to-one meetings with EMED to view only.

If you would like to find further information on EMED group, we invite you to look at our website [Home - EMED Group](https://www.emedgroup.co.uk/)

A very warm welcome to you and we look forward to you joining EMED Group.

Yours sincerely

**Deena Chouhan**

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**Head of People Mobilisation & Change**

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**For and on Behalf of EMED Group**