Solo csv completion notes

Column	Title	Mandatory (Y/N)	Completion notes
A	First name	Y	
B	Surname	Y	
C	National Insurance Number	N	Enter if known
D	General Medical Council Number	N	Enter if known
E	NHSPS Membership Number (SD Number)	Y	If GP does not know their SD number it can be obtained from NHS Pensions
F	Unique Paying Reference (UPR)	Y	Format to be used for UPR: - first four characters of ODS code e.g. ABC0 if the ODS code is ABC01SOL - SOL for SOLO - Month (3 characters) e.g. APR for April - Year the payment is for e.g. 2023 Example: ABC0SOLAPR2023
G	Month	Y	Needs to be recorded in numeric format (based on calendar year) e.g. enter 6 for June
H	Year	Y	Record in 4 character format e.g. 2023
I	Pay (£)	Y	Enter with 2 decimal places e.g. 1234.56
J	Professional Expenses (£)	Y	Enter 0 if not applicable
K	GP's Pensionable Pay (£)	Y	Enter with 2 decimal places e.g. 1234.56
L	NHSPS Employee Contribution Rate (%)	Y	Enter applicable tier rate in % format e.g. 13.50%
M	NHSPS Employee Contributions (£)	Y	Enter with 2 decimal places e.g. 1234.56
N	Total of Additional Pension Additional Years and MPAVC's (£)	Y	Enter 0 if not applicable
O	Additonal Contributions - Added Years (£)	Y	Enter 0 if not applicable
P	Additional Contributions - Added Pension (£)	Y	Enter 0 if not applicable
Q	NHSMPAVC (£)	Y	Enter 0 if not applicable
R	ERRBO (£)	Y	Enter 0 if not applicable
S	Total of EE / AY / AP / NHS MPAVCs and ERRBO (£)	Y	Enter with 2 decimal places e.g. 1234.56
T	Total Paid to Member (£)	Y	Enter with 2 decimal places e.g. 1234.56
U	NHSPS Employer Contributions + Administration Levy(£)	Y	Enter with 2 decimal places e.g. 1234.56
V	Total NHSPS contributions (£)	Y	Enter with 2 decimal places e.g. 1234.56
W	NHSPS ODS Code	Y	Enter the ODS code of your organisation here not the EA code