

## Platform Order Form

**Please read this Platform order Form and our Agreement carefully before proceeding.** Our Agreement is comprised of this Order Form, the Platform Terms and the other documents incorporated into our Agreement as described in the Platform Terms.

By executing this Order Form, you accept our Agreement on behalf of the Customer indicated in this Order Form as a legally binding contract with the Supplier. You represent and warrant that you have all necessary capacity and authority to enter into our Agreement on behalf of the Customer as a legally binding contract with the Supplier.

### 1 Definitions and interpretation

1.1 Defined terms in this Order Form shall have the meaning given in the Platform Terms as applied by our Agreement and the rules of interpretation set out in the Master SaaS Terms apply to this Order Form unless otherwise agreed. References to this Order Form include its schedules, annexes and appendices (if any).

1.2 In this Order Form:

**Customer** has the meaning given in paragraph 2 of this Order Form.

**Platform Terms** means the latest version of the document available at <https://www.newcrosshealthcare.com/Platform-connect/> as Updated from time to time;

**Supplier** means Newcross Healthcare Solutions Limited (company number 03184321) a company incorporated in England and Wales whose registered office 48 Chancery Lane, 5th Floor, London, WC2A 1FJ

### 2 Customer details

|                  |          |
|------------------|----------|
| <b>Customer:</b> | [INSERT] |
|------------------|----------|

**Commencement Date:** [insert]

3 **Term:** [insert]

**Rates:** As set out in Annex 1

**Scope:** The exclusive management of the Client's requirements for the supply of Temporary Resource in respect of it healthcare staff requirement. Newcross shall use its reasonable endeavours to:

4 **Provision of Platform App:** Newcross will provide the Client with the Platform App, an online platform for managing temporary resources. This portal will offer full transactional and cost visibility, including transactional details, audit trails, invoicing, and an authorisation workflow.

5 **Platform App Capabilities:** The Platform App will support the following functionalities:

6 **Booking Authorisation Process:** Once a vacancy is entered into the Platform App, the request will be forwarded to the relevant authoriser for approval. No assignment or booking should be sent to the Agency before authorisation.

- 7      **Timesheet Management:** All timesheets must be entered and authorised in the Platform App by the Client's designated personnel (as specified by the Client). Any changes to this process must be approved by the Client's HR or Procurement Departments.
- 8      **Assignment Extensions:** All assignment extensions must undergo the authorisation process before being sent to any Agency.
- 9      **Payment Request Processing:** The platform will handle the processing of payment requests.
- 10     **Candidate Pool Creation:** The Platform App will manage the creation of the candidate pool.
- 11     **Agency Agreement:** Newcross will distribute the Agency Agreement on behalf of the Client and ensure that each proposed panel agency signs the agreement in substantially the same terms as outlined in Schedule 3.
- 12     **Liaison and Management:** Newcross will liaise with both the Client and the Agencies to manage the procurement and management of temporary resources.
- 13     **Execution**

This Order Form may be signed in any number of separate counterparts, each of which when signed and dated shall be an original, and such counterparts taken together shall constitute one and the same agreement.

AGREED by the parties:

Signed by David Bernard for and on behalf of **NEWCROSS**  
**HEALTHCARE SOLUTIONS LIMITED**

.....  
Director

Signed by  
for and on behalf of **[insert]**

.....  
Director

## **Annex 1: Rates [INSERT]**



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