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?

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

Yes

- Yes
- No → **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 → **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? (from Owner occupied - Yes)

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

What type of property is the trainee moving to? (from Rented unfurnished/No)

- 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? (from Rented furnished)

- 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.**