## **NHS** Business Services Authority

## **Dental Services**

## **Pension Contributions Search**

This guide will show you how view you NHS Pension contributions for the current or previous years in Compass.

Navigate to the 'Pensions' folder

## Select 'Pension Contributions Search'

Select the Financial year you wish to view from the drop down list, please note the earliest year you can view is 2013/2014.

You can then select **Total FY Contributions** to see the total for the Financial Year selected presented in a pop up box.

Alternatively you can or select **Search** to see a line for each contract you work on in the table below. If you select 'View breakdown' on any of the lines displayed a pop up box will be displayed with details of how the total figures are derived.

Click **OK** to close the pop up box.

To search for another year select **Clear** and then choose a different year from the drop down menu.

When you have finished looking at the figures, select the **Home** button to return to the Home page.