

19 December 2024

Merger of North Mid and Royal Free London NHS trusts confirmed – action required

Further to our email of 9 December 2024 we are writing to confirm that final approvals have been received for North Middlesex University Hospital NHS Trust (North Mid) to merge into the Royal Free London NHS Foundation Trust (RFL) on 1 January 2025.

After several years of ever closer working, the trusts are joining forces to enable them to go further and faster in improving services for patients and improving the health of the local community.

From **1 January 2025**, North Mid will no longer exist as a legal entity. Goods and services previously supplied to North Mid will be supplied to RFL, and all future payments to suppliers will therefore be made by RFL.

Actions required

1. Invoices for goods and services ordered up to the merger (to 31 December 2024)

For supplier invoices relating to goods and services ordered up to the merger date (31 December 2024), these will be settled from North Mid's bank account as currently. Remittance advices will continue to be sent from North Mid email addresses.

Please take the following actions:

- Invoice North Mid as you currently do.
- Send invoices for this period by email to invoices.nmuh@cloud-trade.com.
- Send all general enquiries or statements for this period to nmu-tr.AccountsPayable@nhs.net.
- Quote existing North Mid purchase order numbers.
- Please ensure invoices are raised without delay.

As North Mid purchase orders are fulfilled in the period 1 January 2025 to 31 March 2025, then subsequent purchase orders will be issued by RFL.

North Mid purchase orders with delivery dates extending beyond the current financial year (ending 31 March 2025) will be cancelled and you will need to request new purchase orders from RFL. RFL follows a 'no PO no pay' policy.



2. Invoices for goods and services ordered post-merger (1 January 2025 onwards)

For goods and services ordered after the merger (from 1 January 2025 onwards), you will receive purchase orders from RFL rather than North Mid and payment will be from RFL's bank account, with remittance advices sent from RFL email addresses.

Please take the following actions:

- Create a new RFL customer in your sales ledger.
- Invoices should be raised to RFL as follows:
 - Royal Free London NHS Foundation Trust
Finance Directorate
9th Floor, Enfield Civic Centre
Silver Street
Enfield EN1 3ES
 - RFL VAT Registration Number: 654 9469 87
- Send all invoices by email to royalfree.aci@cloud-trade.net.
- Send all general enquiries or statements to Rf.accountpayable@nhs.net.

Please be aware that RFL's payment terms are 30 days – this may affect a few North Mid suppliers on 28 days terms.

3. Contracts

If you have a contract with North Mid, this automatically transfers to RFL at the point of merger.

Now that the merger is confirmed, please make the following changes to your contract:

- Name: Royal Free London NHS Foundation Trust
- Address for serving notices: Pond Street, London NW3 2QG
- If any specific North Mid personnel are listed as a key contact, update such contact with their role at RFL.

4. Pharmacy Suppliers:

Pharmacy invoices post-merger should continue to be sent to the North Mid Pharmacy team for processing; contact details are unchanged (nmu-tr.pharmacy-invoices@nhs.net).

Suppliers may retain North Mid Pharmacy as a separate customer account but should address invoices to 'Royal Free London NHS Foundation Trust'. If you already supply RFL, you will receive a single remittance from the Trust with payment for goods received at all sites.

