

Accessing Your Draft Type 1 and 2 Forms

Whether you are completing a Type 1 Annual Certificate or a Type 2 Self Assessment form through PCSE Online, you have the option to save your partially completed form and return to it later.

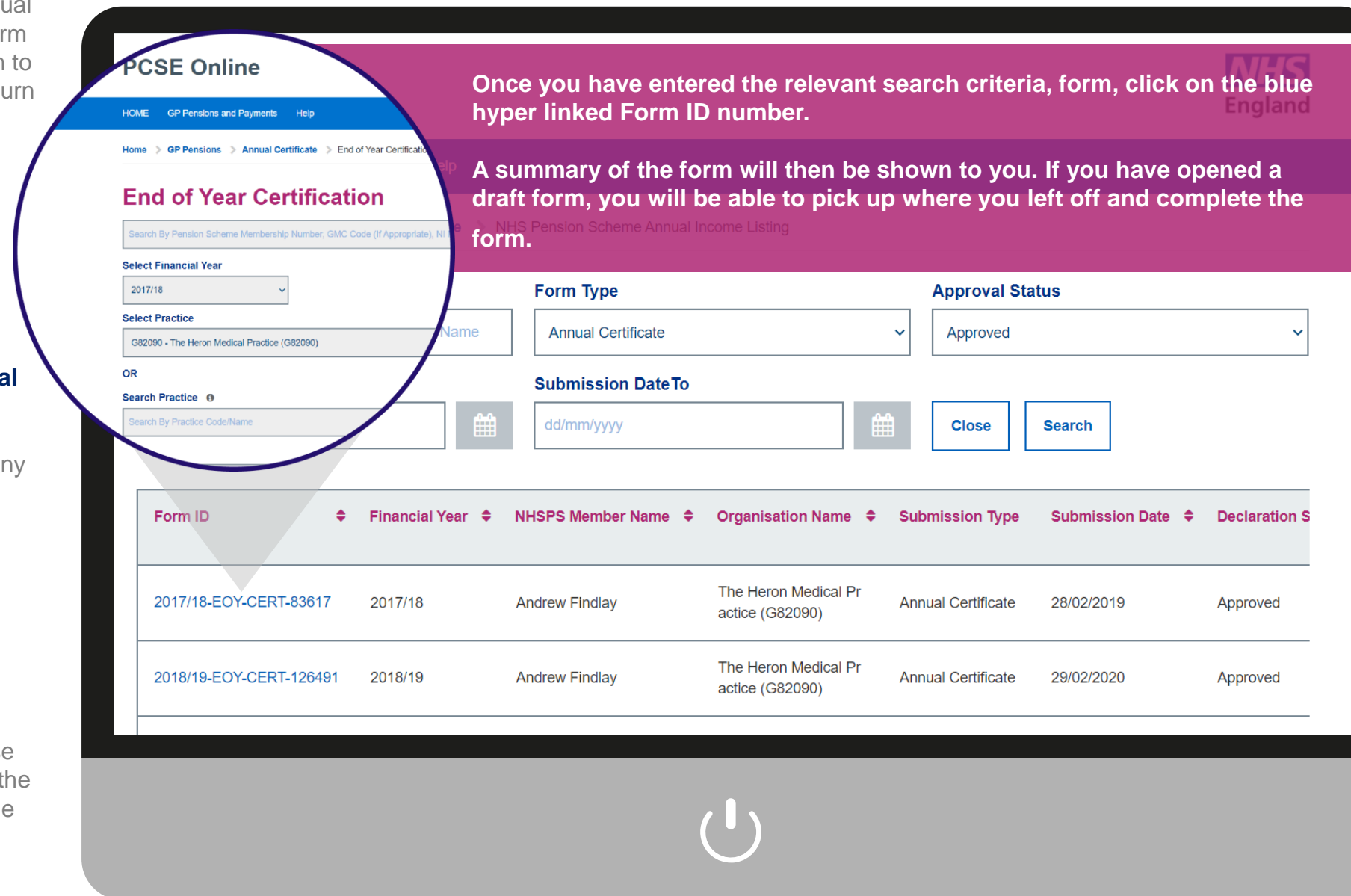
To find your Draft form, simply:

- **Log in to PCSE Online**
- **Click GP Pensions and Payments**
- **Choose Pensions**
- **Click Self Assessment - Type 2 or Annual Certificate – Type 1**
- **Click on NHS Pension Scheme Annual Income Listing**

You will now be on the Listing screen for any T1/T2 forms that have been:

- **Resubmitted**
- **Approved**
- **Rejected**
- **Declared**
- **Pending**
- **Saved as a draft**

In the **Approval Status** drop down, choose the **Draft** option. Then click Search. All of the relevant forms will be populated in the table on screen.



PCSE Online

HOME GP Pensions and Payments Help

Home > GP Pensions > Annual Certificate > End of Year Certification

End of Year Certification

Search By Pension Scheme Membership Number, GMC Code (If Appropriate), NHS Pension Scheme Annual Income Listing

Select Financial Year
2017/18

Select Practice
G82090 - The Heron Medical Practice (G82090)

OR

Search Practice ⓘ
Search By Practice Code/Name

Form Type
Annual Certificate

Approval Status
Approved

Submission Date To
dd/mm/yyyy

Close Search

Form ID	Financial Year	NHSPS Member Name	Organisation Name	Submission Type	Submission Date	Declaration Status
2017/18-EOY-CERT-83617	2017/18	Andrew Findlay	The Heron Medical Practice (G82090)	Annual Certificate	28/02/2019	Approved
2018/19-EOY-CERT-126491	2018/19	Andrew Findlay	The Heron Medical Practice (G82090)	Annual Certificate	29/02/2020	Approved