

Assured Care and Support

Frequently asked questions

1. How long does it take to become ASC approved?

It varies depending upon what measures you already have in place. You will be guided and supported through the process. There is a 3 month time limit on new applications and a 2 month time limit on renewals.

2. How much does it cost to become ASC approved?

Please see current fee details at - <https://publicprotectionpartnership.org.uk/fees-and-charges/>

Fees are subject to change annually.

3. Will I need a Disclosure and Barring Service check (DBS)?

Anyone working with vulnerable adults must have or be willing to apply for an Enhanced DBS check. We can assist you with this if required and recommend you sign up to the Update Service.

4. What Insurance do I need?

You will need to have:

- Public Liability insurance with a minimum cover of £5 million.

- Employer Liability Insurance if you employ staff.
- Motor insurance with business cover if you use your vehicle for work purposes.

5. What professional documentation will I need?

You will need the following documents:

- Contract
- Complaints Procedure
- Invoice

If you do not have these in place, guidance and templates are available on our website to help you create them.

www.publicprotectionpartnership.org.uk/assured-care-and-support

6. What is acceptable ID?

Copies of your passport or birth certificate and driving licence are required.

We will need to see the originals when we conduct a Right to Work check. We will take a copy of your passport which will be retained for 2 years after you leave the scheme. If you do not have a UK or Irish passport, we will also need to do an online Right to Work check.

7. What Training is required?

The scheme provides access to free e-learning. We also pay for mandatory classroom training in your first year of membership.

Subject/Course Title	Minimum refresher frequency
Classroom training	
1. Safeguarding adults	3 years
2. First aid skills	3 years
3. Moving and positioning of people	3 years
e-learning	
1. Safeguarding adults	Annually
2. First aid skills	Annually
3. Moving and positioning of people	Annually
4. Safeguarding children	3 years
5. Fire safety awareness	3 years
6. Manual and handling of objects	3 years
7. Health and safety	3 years
8. Handling information - GDPR & data protection	3 years
9. Infection prevention and control	3 years
10. Food safety and hygiene	3 years
11. Risk assessment in social care	3 years
12. Lone working	3 years
13. Professional boundaries	3 years
14. Oliver McGowan training on learning disability and autism	3 years
15. Medication - Supporting and Assisting (Part 1)	3 years
16. Medication administration (Part 2)	3 years
17. Equality and Diversity	3 years
18. Mental Health, Dementia and Learning Disabilities	3 years

8. What checks will be carried out?

Legal compliance

- Right to Work
- Data protection regulations
- Care Quality Commission regulations
- Driving licence and motor insurance

Background checks

- Enhanced Disclosure and Barring (DBS)
- Financial
- Fraud
- Complaints to Trading Standards and Citizens Advice
- Safeguarding

Training

- National Skills for Care training standards

Good business practice

- Public Liability Insurance
- Complaints procedure
- Contract
- Clear & legal invoice
- Website

9. How will I get new clients?

The aim of the Assured Care and Support scheme is to vet and support unregulated care providers* in order to promote better business compliance in the domiciliary care and home help sector.

**Small and Medium-sized Enterprises providing unregulated activities (SMEs) and Personal Assistants, neither of whom are obliged to register with the Care Quality Commission (CQC).*

The scheme will help you to set up and promote your business. Once approved onto the scheme, you can take referrals, but please don't rely on the scheme or the Council for clients.

We will provide guidance on how you can promote your service and alert you to any relevant marketing training.

For more information about the scheme

Please visit our website:

www.publicprotectionpartnership.org.uk/assured-care-and-support

Email our Assured Care and Support team at:

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