

Self Directed Support



Editor's note



Hi,

Welcome to the annual edition of East Dunbartonshire Health and Social Care Partnership's (HSCP) Self Directed Support newsletter. The newsletter provides us with an opportunity to reflect on the Self Directed Support activities that took place during 2024. During 2024 we saw the provision of national 'Support in the Right Direction' funding awarded to our local Carers Link organisation (read more about it in their article contained within the newsletter). In 2024 we also witnessed the Scottish Government and Scottish Ministers undertaking a post scrutiny review of the Self Directed Support legislation which was introduced over 10 years ago. We look at their recommendations and how East Dunbartonshire HSCP will continue to support these.

Also, in this edition of the annual Self Directed Support newsletter, we tell you about the feedback we received from customers and carers during our survey consultation which took place from July to October 2024. We also get an update from the new Co-ordinator at Take Ctrl East Dunbartonshire as well as a picture of the recent statistical information relating to Self Directed Support options.

HSCPs and Councils across Scotland are experiencing significant and unprecedented financial challenges with our continued focus on how we can achieve the required savings without significant impact to our customers' and carers' front line social care support services.

This newsletter is available to download or read at <https://health.eastdunbarton.gov.uk/services/a-z-of-services/adults-older-people/self-directed-support/>

Kelly Gainty

Adults and Community Care Support Worker/Self Directed Support Lead/Manager for

Older People Local Area Co-ordinators

Contents

Post scrutiny of the Self Directed Support legislation - recommendations

East Dunbartonshire HSCP Self Directed Support implementation work plan 2024 - 2027

Self Directed Support survey – what did you tell us?

Children and Families – eligibility criteria and fair access to social care services policies


What is the 13th standard?

Protection of Vulnerable Scheme Groups – Personal Assistants

Take Ctrl East Dunbartonshire – what's new?

Carers Link – Self Directed Support Co-ordinator

What is Self Directed Support?

A photograph of a man with glasses and a dark blue sweater sitting at a wooden desk. He is looking at a card he is holding in his hands. A silver laptop is open in front of him. There are some papers and a black object on the desk. The background is a blurred indoor setting.

Self Directed Support is a way of organising care and support for people who are eligible for social care. It can enable individuals to have greater choice in how their support is delivered and the level of control that they wish to have over this.

Self Directed Support is the mainstream route for people to access the support they need to live a full and independent life.

The Self Directed Support Options

There are four options contained within the Self-Directed Support legislation:

Option 1 Direct Payment

You can choose to receive your individual budget as a payment directly into a dedicated bank account. With this money, you can choose to become an employer where you employ your own Personal Assistant or you can purchase services/support from an individual, agency or other organisation.

Option 2 - Individual Service Fund

With this option your individual budget can be held and managed by the HSCP or a third-party organisation and would be used to pay for the support that you have chosen.

Option 3 - HSCP Arranged Services

With this option discussions will take place with you regarding your individual budget and the support you require to meet your outcomes. You may have decided that the arrangements regarding who provides this support and when will be made by the HSCP, using their own services or services commissioned from another organisation.

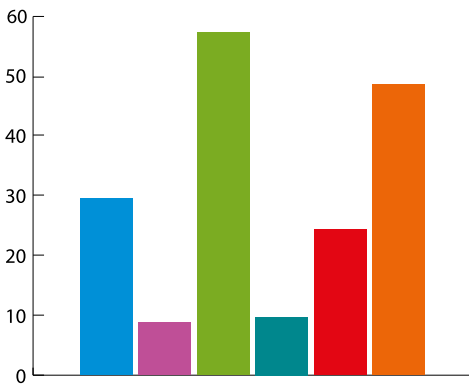
Option 4 - Mixture of options

You may choose to use several Self Directed Support options to meet the different parts of your support plan.

Statistics

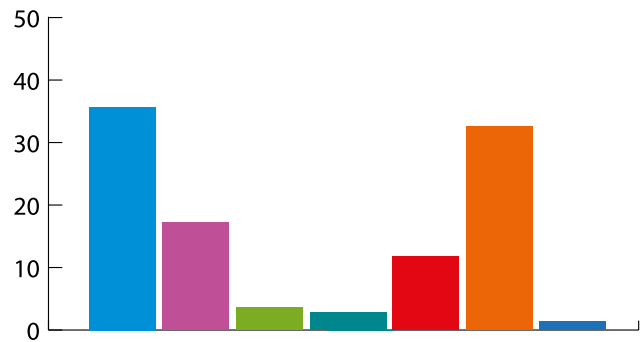
What did the numbers look like at the end of December 2024?

Direct Payments – Self Directed Support Option 1 –



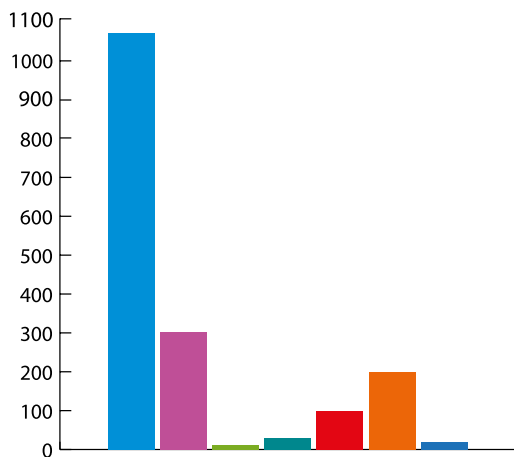
Direct Payments is the option that provides the customer and/or carer with the maximum flexibility, choice and control. As at 31 December 2024, 178 people were using the Direct Payments option. This is a 2% decrease on the same time last year. This is directly related to the staffing challenges being experienced within the social care sector, particularly the recruitment of Personal Assistants. These challenges are being experienced by HSCPs and Social Care Agencies across Scotland.

Individual Service Fund – Self Directed Support Option 2 -



The Individual Service Fund means that the customer and/or carer’s budget is paid to their chosen support provider or other organisation while the customer and/or carer arranges their support directly with the organisation. As at 31 December 2024 there were 110 people using Self Directed Support Option 2. This is a 3% increase on the same time last year.

HSCP/Council Arranged Services – Self Directed Support Option 3 –



This option means that the customer and/or carer has asked the social work practitioner to choose who will provide their support and arrange to pay for that support. As at 31 December 2024 there were 1739 people using Option 3. This is a 4% increase on the same time last year. This increase continues to be impacted by the ongoing social care recruitment challenges that individuals are experiencing when trying to implement Self Directed Support Option 1 and Option 2.

Key:

- Older people
- Dementia
- Children / Families
- Mental health
- Physical disability
- Learning disability
- Addiction Support



Post Legislative Scrutiny of the Self Directed Support Legislation – 10 years on....

The Self Directed Support legislation (Social Care (Self Directed Support) (Scotland) Act 2013) was enacted on 1 April 2014. The vision was that Self Directed Support would become the mainstream route to access social care support offering flexibility, choice and control. The legislation was based on a defined set of principles and values:

VALUES:

Respect, Fairness, Freedom, Safety and Independence.

PRINCIPLES:

Involvement, Informed Choice, Collaboration, Participation and Dignity.

The Scottish Parliament, via the Health, Social Care and Sports Committee, 10 years on from the implementation of the legislation, has undertaken a period of Post Legislative Scrutiny and developed a full report accompanied by recommendations to support the continued implementation and development of Self Directed Support.

East Dunbartonshire HSCP was invited to participate in the evidence gathering sessions at the Scottish Parliament in June 2024. This provided our HSCP with the opportunity to talk about local Self Directed Support development and to showcase some of the activities that we have been undertaking, over the last 10 years, with our third sector partners, to support continued implementation.

The report contained 49 recommendations over a number of specific categories including: social care and social work staff; consistency, implementation, purchasing of social care; and monitoring and accountability.

The HSCP has thoroughly analysed the recommendations and has concluded that these fall into one of three categories:

- Recommendations whereby the HSCP is currently undertaking this activity or it is a planned activity

identified within our local Self Directed Support Implementation Plan – 2024 – 2027 (<https://health.eastdunbarton.gov.uk/services/a-z-of-services/adults-older-people/self-directed-support-implementation-plan-2024-2027/>)

- Examples include: planned Self Directed Support awareness-raising sessions for all stakeholders in partnership with our third sector partners; supporting social work practitioners to explore creative and innovative support planning; delivery of 'Asset Based' support planning training; and regular Self Directed Support multi-agency training sessions.
- Recommendations that will require the HSCP to explore their feasibility and viability, alongside other Council teams, for example, Strategic Commissioning and Procurement and our third sector partners.
 - Examples include: review of the Council's Standing Orders to ensure that Self Directed Support is recognised from the perspective of flexible and creative expenditure across all four Self Directed Support options; the introduction of mandatory Self Directed Support training sessions targeted at Team Managers and Senior Practitioners across all adult and children's Social Work Teams; the development of Self Directed Support information and awareness sessions for the local HSCP Integrated Joint Board and local Health and Social Care Forum both of whom include representatives from senior management and elected members.
- Recommendations that the HSCP will be unable to enact without national guidance and direction and/or additional resources. East Dunbartonshire HSCP is enthusiastic to participate in any national working groups to explore these recommendations further.

→ Examples include: embed or mainstream good practice across all local authorities to help overcome the current lack of choice and shortage of providers that exist within certain areas; all newly qualified social workers are routinely given access to continued support and development as part of the post-qualification period that specifically focuses on delivering the principles of Self Directed Support using relationship-based practice.

The HSCP will continue to progress these recommendations, where feasible and affordable, to support the continued implementation and development of Self Directed Support.

The Post Scrutiny Legislation Report can be read at: <https://bprcdn.parliament.scot/published/HSCS/2024/9/9/26a7f782-c67a-43d5-85e2-31f9a8f3d150-1/HSCS062024R12.pdf>

East Dunbartonshire HSCP Self Directed Support Implementation Plan – 2024 – 2027

The Plan was subject to a period of public consultation during December 2023 to February 2024 and was submitted to the HSCP Board meeting in April 2024 for approval and publication.

The Plan's actions have been split into three categories:

- High (where the activity will be completed during 2024-25)
- Medium (where the activity will be completed during 2025-26)
- Low (where the activity will be completed during 2026-27).

There are some activities that span across each of the three years within the Plan, for example, regular Self Directed Support training opportunities for HSCP staff and other stakeholders.

Some of the actions planned for 2024 – 2027 include:

- Raising awareness about Assessment, Support Planning and Self Directed Support across all stakeholders
- Raising awareness about Early Intervention, Prevention, Self Management and Community Assets
- Adoption of the Asset Based Support Planning (Just Enough Support) Model across training and mentorship for social work practitioners
- Adoption of Outcomes Based Performance Data which supports evidence of customers and carers achieving their desired outcomes and aspirations

- Exploring opportunities for closer alignment between Advocacy and Self Directed Support Information, Advice and Support Services
- Inclusion of input from third sector partners to the HSCP induction process for new staff
- Ensuring timeous referrals to third sector organisations and partners
- Continued promotion and development of creative, innovative and flexible support packages.

The Plan can be accessed on the HSCP section of the Council website: <https://health.eastdunbarton.gov.uk/services/a-z-of-services/adults-older-people/self-directed-support-implementation-plan-2024-2027/>

Self Directed Support Survey – What did you tell us?

In 2022 the HSCP undertook a consultation activity which involved issuing surveys to customers utilising Self Directed Support Options 1, 2 and 3. The survey, which ran from July to October 2022 asked customers, carers and their families about a variety of subjects and activities relating to Self Directed Support processes and provision of their social care support.

The survey results were published in the HSCP's annual Self Directed Support Newsletter in February 2023.

The HSCP agreed that a Self Directed Support survey should be undertaken every two years, with the 2022 results providing a baseline with which to monitor progress.

What process did we use to decide who would receive the survey?

Using the same set of questions, the survey was issued to customers and carers whose social care packages were still active and had been set up after October 2022. Using this timeframe ensured that we would not issue the survey to the same individuals who had received the questionnaire in 2022.

Because there were lower numbers of customers and carers receiving support via Option 1 (Direct Payments) and Option 2 (Individual Service Fund), the survey was issued to everyone within those groups. The majority of our customers and carers receive support via Option 3 (HSCP commissioned services) so the questionnaire was issued to randomly selected individuals across all social work teams.

In total, the survey was sent out to 192 customers and carers (22 Option 1; 20 Option 2 and 150 Option 3).

Whilst the number of survey recipients was lower in 2024 (52% less), its focus was to establish, with those individuals, whether there were improvements in the continued implementation of Self Directed Support.

The survey analysis shows positive percentage increases in a number of areas:

- the number of responses received from Option 2 (+5%) and Option 3 customers (+40%)
- the number of responses received in total (+1.5%)

- the number of people reporting that they find out about Self Directed Support from social work practitioners and social care providers (+16% and 3% respectively)
- the number of people who felt that they had received enough information about Self Directed Support during the assessment process (+16%)
- the number of people who felt that they were fully prepared to participate in the assessment process (+19%)
- the number of people who fully participated in the assessment and support planning process (+30%)
- the number of people who felt that the Self Directed Support options were fully explained to them (+36%)
- the number of people who felt that their contact with the independent Self Directed Support service helped a great deal (+18%), or provided some help (+12%), with no respondent reporting that they felt that the service was not helpful (3% in 2022)
- the number of people who felt that they had sufficient time to consider and choose their Self Directed Support option (+33%)
- the number of people who felt that their experience of receiving social care support was 'fully' improved (+16%) or 'partly' improved (+8%). No one reported that they did not see any improvement (24% in 2022).

There were a number of benefits cited by survey respondents including:

"SDS has enabled my father to continue to live in his home with the assistance of his carers which he is highly dependent on..." (Option 1

"...Our social worker was very helpful with setting up the process. We are happy with how smooth the process is. We find the audit process straightforward..." (Option 1)

"My mother now receives help with personal care, meals and medication...she is better cared for... As a result, I have increased peace of mind too" (Option 2)

“Stability of care knowing which carer and when they will visit, quality of care and friendship provided...as a carer 24/7 SDS option has given me time to myself which is vital...” (Option 2)

“I received...services which help me tremendously...home care...respite” (Option 3)

“Assured support for mother in her own home...maintaining independence...ability to change support timeously to meet changing needs” (Option 3)

The analysis did also indicate that there are some areas that we have not progressed as positively as we would wish. These included percentage increases in:

- the number of Option 1 (Direct Payments) customers who responded to the 2024 survey in comparison to the 2022 survey (-56%)
- the number of people who did not recall being advised about their Self Directed Support option (+11%)
- the number of people reporting that they found out about Self Directed Support from health practitioners (-12%) and third sector organisations (-9%)
- the number of people who advise that they did not receive a copy of their individual budget (-21%).

There was however a significant reduction in the number of negative impacts cited by customers/carers. These included:

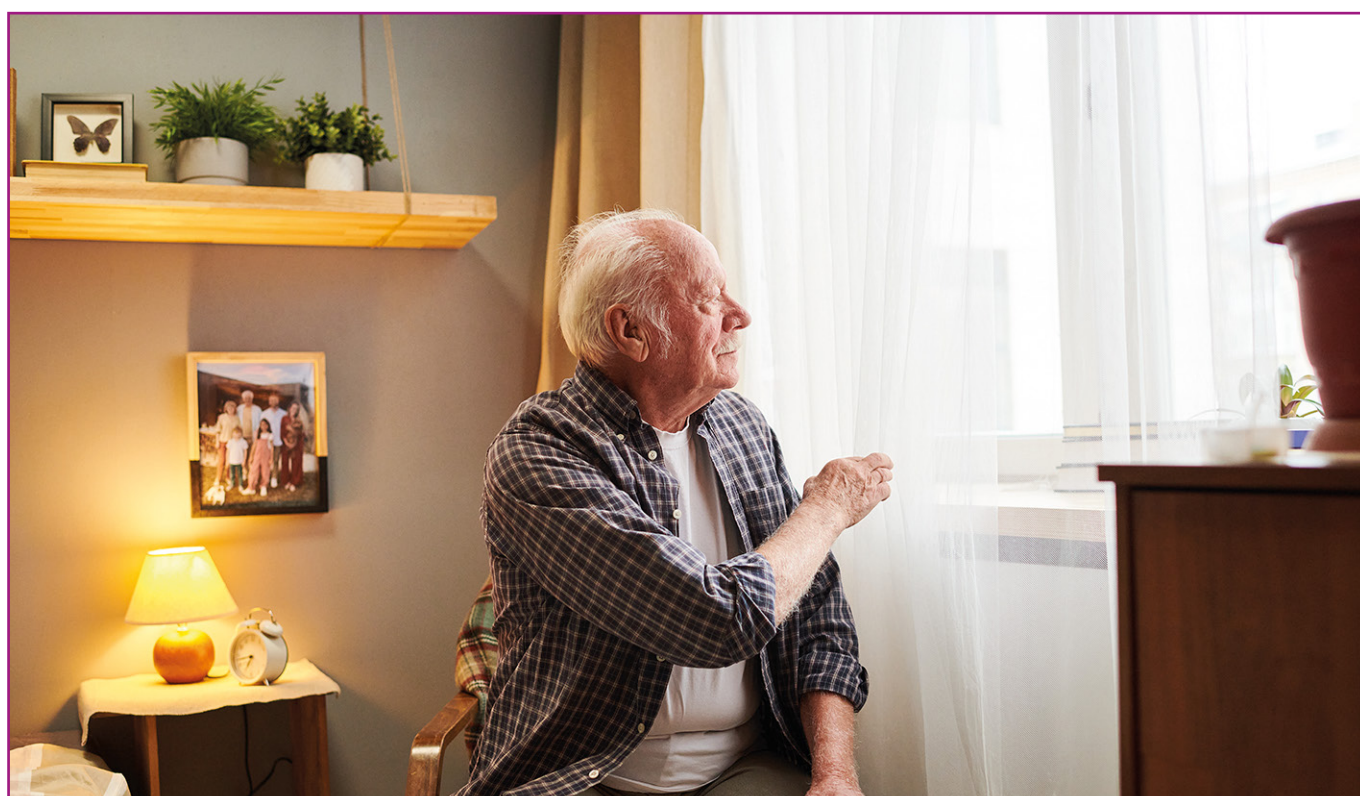
“Has caused a lot of stress” (Option 3)

“Occasional lapses in care...taken seriously by the care provider, the times of the visits are not perfect, but they are most certainly better than nothing” (Option 2)

A number of actions have been identified for the HSCP to progress in order to address the areas for improvement. These include:

- Discuss the improvement areas at the Self Directed Support Business Development Group. Representatives from third sector partners and social work teams attend this meeting twice per year to discuss the ongoing implementation of Self Directed Support.
- Provide feedback to Social Work team meetings.
- Emphasise these areas for improvement during quarterly Self Directed Support training sessions.

The overall positive survey feedback demonstrates the work that is being undertaken across the HSCP, in partnership with third sector partners, supporting the continued implementation and development of Self Directed Support.



Children and Families – Eligibility Criteria and Fair Access to Social Care Services Policies

In 2019, the HSCP's Adult Services Team implemented a Fair Access to Community Care (Adults) Services Policy, alongside a reviewed Eligibility Criteria. These policies ensure that the HSCP meet its legal duties with regard to support provision and Equality duties.

The Policies support the HSCP and its staff to ensure that we:

- operate a fair, equitable and transparent allocation of resources to individuals with complex needs who require significant levels of community care support
- meet increasing demand within the overall allocation of resources in a way that is financially sustainable and operates within agreed budgets.

Eligibility Criteria are used to help decide who we will provide services to and what those services should be for.

The Fair Access Policy is used to help decide what types of services are available and how they will be arranged. It also explains about choice.

Consultation:

As part of the process to introduce similar policies within Children and Families Social Work Services, the HSCP undertook a period of consultation regarding the content of these policies from 1 November to 31 December 2024 which included: virtual presentations for HSCP staff; drop-in consultation sessions in Milngavie and Kirkintilloch; and web based consultation.

The feedback, although the response was low, was very positive. Those that did feedback described the policies as ensuring that the HSCP were distributing support services fairly and equitably.

Following the period of consultation, the policies have been submitted to the HSCP Integrated Joint Board for final approval and will be implemented on 1 April 2025.

The policies will be available to read on the HSCP website: <https://health.eastdunbarton.gov.uk/>



National Self Directed Support Standards – What is Standard 13?

Previous HSCP Self Directed Support newsletters have informed readers about the implementation of the national Self Directed Support Standards. The 12 Standards are recognised as a beacon of good practice, with the core components within each Standard being considered during inspections of HSCPs and Councils by national organisations including the Care Inspectorate, Audit Scotland etc.

“The Self-Directed Support Framework of Standards consists of a set of standards (including practice statements and core components) written specifically for local authorities to provide them with an overarching structure, aligned to legislation and statutory guidance, for further implementation of the self-directed support approach and principles” (Care Inspectorate)

The 12 Standards focus on the following topics:

Standard 1: Independent Support, Community Brokerage and Advocacy.

Standard 2: Early Help, Family Support and Community Support.

Standard 3: Strengths and asset-based assessment, planning and review.

Standard 4: Meaningful and measurable recording practices.

Standard 5: Accountability.

Standard 6: Risk enablement.

Standard 7: Flexible and outcome focused commissioning.

Standard 8: Worker autonomy.

Standard 9: Transparency.

Standard 10: Early planning for transitions.

Standard 11: Consistency of practice.

Standard 12: Access to budgets and flexibility of spend.

A 13th Standard has been introduced into the Framework which focuses on the subject of ‘Employing Personal Assistants’ which will include core components that focus on:

- Information to support individuals who wish to become a Personal Assistant Employer
- Terms and Conditions for Personal Assistants
- Training and support for both Employers and Personal Assistants.

Full details about the national Self Directed Support Standards Framework can be read at: <https://www.gov.scot/publications/self-directed-support-framework-standards-including-standard-descriptor-practice-statement-core-components-practice-guidance-updated-2024/>

Take Ctrl East Dunbartonshire – An Update from Yvonne Boyle, Co-ordinator

2024 has been a year of lots of change for the team at Take Ctrl and also the wider organisation, Glasgow Centre for Inclusive Living (GCIL).

GCIL welcomed our new Chief Executive Officer, Pauline Boyce, in March. Pauline has brought a new direction to the organisation which is looking forward to celebrating its 30th birthday in 2025. GCIL will be launching a new website in 2025 and accepting online referrals. Take Ctrl also welcomed, in March, a new valuable addition to the team with Sarah Ford coming on board as our new Inclusive Living Adviser. Sarah joins our existing team of Joanne, Karen, Ross and Yvonne.

Joanne and Yvonne successfully completed and were awarded the Community Brokerage Award in May. The Community Brokerage Award is accredited by the Scottish Qualifications Authority with participants developing their existing knowledge and skills to aid and enable the people they support to be empowered to be involved in decisions and make informed choices about their lives and support.

Our Self Directed Support Development Worker, Karen, has continued to form links within the local community and champion Self Directed Support in East Dunbartonshire. It was agreed at a meeting of the Self Directed Support Business Development Group, hosted by the HSCP, that there was a need to raise further awareness about Self Directed Support and inform and signpost people to local community assets across the authority area. Some of the Business Development Group partners drew up a proposal to deliver Self Directed Support, Advocacy and Wellbeing awareness raising workshops.

The workshops were delivered, in-person, in both Bearsden and Kirkintilloch over the later part of 2024. Each series of workshops took place over a three-week period and focused on:

- Week 1 – Welcome and Introductions. What is Self Directed Support? Activity – Walking or similar activity.
- Week 2 – Introduction to Advocacy and Person-Centred Planning. Activity – Chair Yoga.
- Week 3 – Health and Wellbeing and Demonstration of the Community Asset Map. Activity – Healthy Choices Planning.

The workshops took place in Bearsden Baptist Church and the Park Centre in Kirkintilloch. Accessible transport was provided to those individuals who did not have access to their own transport or were unable to use public transport. Each session was also attended by two members of staff – one from Take Ctrl and the other from Ceartas Advocacy. In total 14 people attended the sessions and the feedback was very positive:

We asked: “Did you learn anything today that you will take away with you”?

They said: “I am going to look up groups on the Asset Map now I have the leaflet”

“The information throughout has been so useful – especially the Self Directed Support information”

“I have joined Bite and a Blether (Ceartas group) and am going to join Walk and Roll (accessible walking/rolling group)”

“Carers Link have been great, they put me in touch with Take Control”

“Having the Asset Map is excellent”

In addition to individuals joining local community groups and clubs, some individuals also worked with Take Ctrl and Ceartas Advocacy, receiving support about individual issues.

Take Ctrl has seen a steady increase in recent years in the number of children and families requiring support to successfully manage and recruit Personal Assistants using

Option 1 - Direct Payments. Take Ctrl hopes to bolster important links made within 2024 with Woodland View School who kindly opened their doors and invited us along in the summer. We hope to work closely with the school faculty and staff in the future to ensure we are supporting each family in the best way we can.

Earlier this year, Take Ctrl said cheerio but not goodbye to Joanne McGee who has now moved onto a new role within GCIL as our Policy and Participation Lead. Joanne started out with Take Ctrl 10 years ago as an Inclusive Living Adviser before progressing to the Co-ordinator role. We wish Joanne all the very best in her new capacity. Yvonne Boyle, who joined the team in June 2021 as an Inclusive Living Advisor has now assumed the position as Co-ordinator within Take Ctrl from August 2024. Yvonne is excited to get her teeth into the role.

Along with all of the new positive changes 2024 has brought its challenges too. All Third Sector Partners experienced funding reductions in December 2024 which will impact local organisations. The impact for Take Ctrl means that we will be relocating to smaller office premises in January 2025. However, we are not moving far and will be based within a smaller suite in Enterprise House.

Due to the reductions in funding, the Advisor post, vacated by Yvonne, will unfortunately not be able to be filled. This will mean a smaller team of four, including Karen, whose role is funded from the national Support in the Right Direction Fund, will support the service in the future. Take Ctrl is a small and mighty team and we will continue to offer an excellent level of support to our customers and their families. We hope anyone using our service will appreciate that our turnaround and response times will be affected due to the reduction in the staff team.

Take Ctrl held our stakeholder event in December and we will be looking to arrange further opportunities for people to get together to share ideas. To enable us to have as many people participate as possible, we will be reaching out to all those that we support to capture the best times of when and where these meet ups can take place.

Take Ctrl has experienced lots of positive changes and also lots of challenges. We are looking to 2025 as a fresh start full of new and exciting opportunities.

Carers Link – Support in the Right Direction Funding (SiRD) – An update from Catriona Cameron, SDS Carer Support Officer

Carers Link have received SiRD funding for the period 2024 - 2027 which will enable us to provide support to carers in exploring their options around Self Directed Support. Our intention is to ensure carers have a distinct voice and can make informed choices around services and activities that could lead to a better quality of life for them.

We, at Carers Link, know that while there is a great deal of written material about Self Directed Support, many carers need a supportive environment to talk through their options in relation to their own specific situation.

We will provide information and advice regarding how the use of Self Directed Support options can help in the provision of care to the cared-for person but also consider new and different ways to enable a carer to get a break, and how Self Directed Support can help them fit a care package around their needs.

We support with the completion of an Adult Carer Support Plan, ensuring that the unique perspective of each carer is considered when care packages are being put in place.

We are also working closely alongside Take Ctrl East Dunbartonshire arranging drop-in sessions for people looking to find out more about what Self Directed Support is and how it can work for them. We'll be looking to develop this work going forward and have lots of ideas to work through in the next few years.

For more information or to have a chat please contact Catriona at catriona@carerslink.org.uk or 0141 955 2131.

Self Directed Support – Option 1: Direct Payments

Do you directly employ a Personal Assistant? If yes, do you know that you can pay for the annual employer's liability insurance cost from your individual budget? It is a legal requirement, where any person is employed, that the employer has liability insurance in place at all times.

If you purchase social care support from a person who is self-employed, it is that person (the self-employed person) who has responsibility for ensuring that they have public liability insurance in place, funded by the self-employed person. It is your responsibility however to ensure that the person you are purchasing social care support from, who is registered as self-employed, is both registered with HMRC and has an active public liability insurance policy in place. Please refer to the 'self-employed' section of your legal Direct Payment Agreement.

If you have changed your social care support and are now purchasing from a person who is self-employed, and your Direct Payment Agreement pre-dates September 2022, please contact your Social Work practitioner to arrange for an updated Agreement to be issued.

Are you new to the auditing activities for direct payments? East Dunbartonshire Council has developed an auditing presentation to help you understand what is involved in the auditing process.

<https://www.youtube.com/watch?v=jBBmm3TIEcQ>



Protection of Vulnerable Groups Scheme (PVG) – Personal Assistants

A new law will come into force on 1 April 2025 that will make it a legal requirement for Personal Assistants delivering social care support, on an employed or self-employed basis, to join the Protection of Vulnerable Groups (PVG) Scheme.

Disclosure Scotland, who manage the PVG scheme, have prepared information for Employers and Personal Assistants to help them understand the changes. Information for both yourself, as the Personal Assistant Employer (if applicable), and for the Personal Assistant is contained in the web links below:

<https://www.sdsscotland.org.uk/news/upcoming-changes-to-pvg-for-personal-assistants-what-you-need-to-know/#:~:text=A%20new%20law%20will%20come%20into%20force%20in,through%20Self-directed%20Support%20to%20join%20the%20PVG%20scheme.>

“This is because Personal Assistants – from 1 April 2025 – are doing what is called a ‘regulated role’ in supporting someone who may be vulnerable, for example, an elderly or disabled person, or a child.

“It ensures that Personal Assistants who are unsuitable for a ‘regulated role’ are not given the opportunity to continue working with children or protected adults”.

(Self Directed Support Scotland)

The only exceptions are:

- Where the Personal Assistant is carrying out the role as part of a family relationship. A ‘family relationship’ refers to a relationship between two people who live in the same household and treat each other as though they were members of the same family.
- Where the Personal Assistant is carrying out the role as part of a personal relationship and where there is no commercial gain for the Personal Assistant, for example, they are not paid to work as a Personal Assistant.

As a Personal Assistant employer, or someone who purchases social care support from a self-employed Personal Assistant, you do not need to do anything in relation to this legal requirement. All of the responsibility for registration with the PVG scheme lies with the individual Personal Assistant.

It is the Personal Assistant’s legal responsibility to join the PVG scheme if they want to continue working in this ‘regulated role’. As an employer, or the purchaser of support from someone who is self-employed, you cannot be held

accountable if your Personal Assistant does not join the PVG scheme.

However, it is your responsibility as the person receiving/ commissioning/purchasing/employing the individual to ensure that they are a member of the PVG scheme from 1 April 2025 and request confirmation, from the Personal Assistant, of their registration within the Scheme. If a Personal Assistant – employed or self-employed – continues to work in this regulated role after 1 April 2025 without being registered with the PVG scheme, they will be breaking the law.

The Personal Assistant should not wait until April 2025 to apply to the PVG scheme, they are legally required to be registered by 1 April 2025. If they are not registered by this date they will be committing a criminal offence.

It is important that you signpost your Personal Assistant or the self-employed Personal Assistant to the web link above. The web page contains information about what the Personal Assistant’s responsibilities are in order to register with the PVG scheme and there is also a link to Disclosure Scotland’s PVG Scheme Application Form.

Costs associated with PVG Scheme Registration:

Scheme Registration Fees:

The cost associated to register to join the PVG Scheme will be the responsibility of the employed or self-employed Personal Assistant. It is their responsibility to fund their registration fee. The registration fee should not be paid from the Direct Payment budget. This decision ensures continuity and equity across the social care sector in East Dunbartonshire. Social care staff working in the Council/ HSCP are required to personally fund their PVG registration fees.

Scheme Statement Fees:

As per current practice, Direct Payment customers, can pay, using the Direct Payment budget, for a PVG Scheme Statement, when employing a potential Personal Assistant to ensure that they are registered with the PVG Scheme and are not barred from working in a regulated social care role. Take Ctrl East Dunbartonshire can assist you, as part of the Personal Assistant recruitment activities, to apply for a PVG Scheme Statement.

Useful contacts

Useful Self Directed Support website links

The Scottish Government –
Self Directed Support Website:

www.selfdirectedsupportscotland.org.uk

The Self Directed Support Legislation:

<http://www.legislation.gov.uk/asp/2013/1/contents>

Easy Read Guide to the Self Directed Support
Legislation:

<https://www.gov.scot/publications/guide-self-directed-support-scotland-act-2013/>

Self Directed Support (Direct Payments) (Scotland)
Regulations 2014:

<http://www.legislation.gov.uk/ssi/2014/25/contents/made>

Self Directed Support Statutory Guidance:

<http://www.gov.scot/publications/statutory-guidance-accompany-social-care-self-directed-support-scotland-act-2013-2/>

Carers (Scotland) Act 2016

<http://www.legislation.gov.uk/asp/2016/9/contents/enacted>

Self Directed Support Scotland - Personal Assistant
Employer's Handbook:

<https://handbook.scot/the-pa-employer-handbook/>

Self Directed Support Values and Principles
Statement:

<http://www.scotland.gov.uk/Publications/2014/06/2426>

Self Directed Support Values and Principles
Statement – Easy Read:

<http://www.scotland.gov.uk/Publications/2014/06/8424/1>



Useful local telephone numbers and websites:

Take Ctrl - East Dunbartonshire:

Suite 1, Enterprise House, Southbank
Business Park, Kirkintilloch, G66 1QX

Tel: **0141 776 2219 / 6342**

Ceartas Advocacy Service:

Suite 5 – 7, McGregor House,
Donaldson Crescent, Kirkintilloch,
G66 1XF

Tel: **0141 775 0433**

Web: <https://www.ceartas.org.uk/>

Carers Link:

Milngavie Enterprise Centre,
Ellengowan Court, Milngavie, G62 8PH

Tel: **0800 9752131** or

0141 955 2131

Web: www.carerslink.org.uk

Social Work Emergencies (Out of Hours):

Social Work Standby Service:

0800 811505



Self Directed Support

WANT TO KNOW MORE?

A variety of information resources and links to external organisations are available on the Self Directed Support page on the Council's website at <https://health.eastdunbarton.gov.uk/services/a-z-of-services/adults-older-people/self-directed-support/>

Alternatively, if you want someone to talk to your members or work colleagues about Self Directed Support, please contact Kelly.Gainty@eastdunbarton.gov.uk



Other formats and translations

This document can be provided in large print, Braille or on CD and can be translated into other community languages.

Please contact the Council's Corporate Communications Team at:

East Dunbartonshire Council, 12 Strathkelvin Place,
Kirkintilloch, G66 1TJ Tel: 0300 123 4510

本文件可按要求翻譯成中文，如有此需要，請電 0300 123 4510。

اس دستاویز کا اردو تراجم کیا جاسکتا ہے۔ براہ مہربانی فون نمبر 0300 123 4510 پر رابطہ کریں۔

ਇਸ ਦਸਤਾਵੇਜ਼ ਦਾ ਮੰਗ ਕਰਨ ਤੇ ਪੰਜਾਬੀ ਵਿੱਚ ਅਨੁਵਾਦ ਕੀਤਾ ਜਾ ਸਕਦਾ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ 0300 123 4510 ਫੋਨ ਕਰੋ।

Gabhaidh an sgriobhainn seo cur gu Gàidhlig ma tha sin a dhith oirbh. Cuiribh fòin gu 0300 123 4510

असुरोध करने पर यह दस्तावेज हिन्दी में भाषांतरित किया जा सकता है। कृपया 0300 123 4510 पर फोन कीजिए।

