

**Local Supported Employment: Expression of Interest Questionnaire**

The following information is to identify you as a bidding entity, and to support correspondence during this Expression of Interest (EoI) process.

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| Name and address of local authority: |  |
| Contact name and telephone number: |  |
| Email Address: |  |
| Do you currently operate a Supported Employment service? |  |

1. The following information will be compliance checked. Should any response in the next section be NO, your EoI will not be evaluated and you will not be selected to participate in this Proof of Concept (PoC).

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| **1.1 Fidelity -** Are you committed to meeting the Supported Employment standard in the delivery of this PoC? (YES / NO) |  |
| **1.2 Funding -** Please provide information on the funding profile for any Supported Employment service you will or propose to provide during the period of this PoC.  Are you committed to maintaining this funding through this period?  (100 word count) |  |
| **1.3 Implementation -** Please provide details of the cost estimates to support the design and implementation period should you be selected.  Are you committed to co-funding the PoC should you be selected?  (100 word count) |  |

1. The following information will help us identify the geography and design of your local authority. The specification makes clear our intention to work with a number of partners which cover a number of characteristics which will help us undertake a robust evaluation of this PoC.

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| 2.1 Who are your Clinical Commissioning Group or equivalent contact details? |  |
| 2.2 Are you Tier one (County Councils) or Single Tier (if so, Metropolitan, London borough, unitary authority)? |  |
| 2.3 Is your local authority predominantly rural or urban?  Please use the definitions provided by Office for National Statistics for England and Wales  <http://ons.maps.arcgis.com/home/item.html?id=29a77057a14048aaa98e4c973155451f>  and Scottish Government for Scotland  <http://www.gov.scot/Resource/0046/00464780.pdf> |  |

1. Thiression of Intreons. Not all on of this PoC. with a number of partners which cover a number of characteristics which will helThis part of the questionnaire in split into three key sections, which are:

* ***Section A:*** **Supported Employment Service Design**
* ***Section B:*** **Evidence of joint working across services for the benefit of customers**
* ***Section C:* Protecting customer data**

**Section A - Supported Employment Service Design**

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| * 1. **– Service Design**   (Weighted question x2)  Please provide information on the Supported Employment service you currently provide or propose to provide should you be selected as part of this proof of concept. Within this include:  a. Current or proposed annual referral volumes, including how this relates to volumes in any services you currently provide  b. what customers will be supported, including the profile of people being supported in any service you currently or propose to provide (i.e. type of impairment: learning disability, autism, mental health or other and age)  c. Current or proposed job outcome levels, including how this relates to the levels achieved in any service you currently provide (e.g. paid work, below 16 hours work, more than 16 hours work or voluntary work)  d. How this is reflected in existing plans and strategies  e. If you currently **do not** have a Supported Employment service in place - Why has a service not been established to date? |
| **Word Count - 1000** |
| Please enter your response in the box below |
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| * 1. **– Customer Support**   (Weighted question x2)  Please provide information on the quality of support a customer receives or is expected to receive should you be selected to participate in this PoC, including:   1. Current or anticipated caseload size per Job Coach/Employment Advisor, including how this relates to any service you currently provide 2. How you currently or propose to ensure the support provided to customers would meet the standard principles of the Supported Employment. |
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| Please enter your response in the box below |
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| * 1. **– Service Delivery**   (Weighted question x2)  Please provide information on the delivery approach you currently or propose to provide should you be selected as part of this PoC. Within this include:  Current or proposed delivery approach, including whether internal, partner and contracted delivery  How your current or proposed approach relates to any other services you currently provide and relationships (including contractual) you have in place |
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| * 1. **– Implementation**   (Weighted question x2)  Please provide information on how you will implement the service design proposed, including:   1. How will you ensure your organisation is adapted to support all direct delivery requirements 2. How you will ensure contracted relationships are put in place and/or scaled to support anticipated volumes 3. What is your proposed implementation period and how will this ensure the PoC delivers successfully across the 18 month period 4. What is your experience of putting in place the relationships required to support delivery as proposed |
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**Section B*:*** **Evidence of joint working across services for the benefit of customers**

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| 1. **– Local Integration**   (Weighted question x2)  Please describe your current or proposed approach to integration across all appropriate local services, including:   1. Links with locally commissioned health services for people with mental health conditions, including how this relates to links currently in place 2. Links with Clinical Commissioning Groups in England / Joint Commissioning Boards in Scotland / Health Boards in Wales around Supported Employment and how you envisage these relationships working in the future, including where those relationships do not currently exist |
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| Please enter your response in the box below |
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| * 1. **Delivering Supported Employment**   (Weighted question x2)  Please describe how you will ensure fidelity to the model on occupational standards for ‘Place then Train’ Supported Employment. Please include:   1. What management information you propose to gather, including how this relates to your current approach where that exists. |
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| Please enter your response in the box below |
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**Section C – Protecting customer data**

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| * 1. **Data Handling**   (Weighted question x2)  Please clearly describe how participants’ data will be kept secure and how you will securely establish eligibility, this should include:   * How you will meet established standards for data security, including published DWP standards * How you will seek and manage customer consent, including across your partners, with reference to how you currently do this in similar services   Please note - Successful local authorities will be required to share a draft security plan - please refer to ‘Instructions for Local Authorities’ for more information. |
| **Word Count - 500** |
| Please enter your response in the box below |
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