

ASYE registration 2020-21 in adult services – FAQs

Skills for Care is pleased to announce that an initial stage of funding for the ASYE Grant has been agreed with the Department for Health and Social Care, with a second stage to be allocated later in the year. This means that we will now open the ASYE portal so that employers can begin to register newly qualified social workers.

It is anticipated that the level of funding for supporting the ASYE will be similar to the financial year 2019-20. We apologise in advance for the uncertainty, but the pandemic has meant that we had to adapt our usual process. We are working with DHSC to confirm the exact level of funding available and we will communicate this at the second stage.

1 Q. Why are Skills for Care using a funding formula rather than paying a flat sum?

A. Skills for Care receive a fixed funding amount for the ASYE from the Department of Health and Social Care (DHSC). In the interest of fairness and transparency, the exact funding allocation an employer receives will be based on a formula that takes into account the number of social workers employed by the agency and the number of NQSWs registered.

2 Q. Why are small Private and Voluntary sector organisations receiving more funding per NQSW?

A. The registration of an NQSW by an employer in the Private and Voluntary sector is most often a one off occurrence. Generally the organisation is unlikely to have the infrastructure to manage the delivery of reflective supervision and holistic assessment and will therefore need to arrange for additional support for this provision. Councils and other large employers will have the economy of scale in delivering an ASYE programme.

3 Q. Why are we including Community Interest Companies and social enterprises in the local authority/NHS employer type?

A. There are an increasing number of community interest companies, mutual, social enterprise, or other types of organisation delivering social work services on behalf of the local authority. They are defined within the local authority/NHS employer type, in order to distinguish them from other more traditional, usually small, employer organisations in the private and voluntary sector.

4 Q. What happens if an NQSW leaves employment part-way through the year?

A. If an NQSW leaves employment part way through the year, after the first milestone payment has been made, it is expected that the funding for the second milestone will be calculated taking this into account. This will be based on the

amount of time that the NQSW has been undertaking the ASYE before they leave their employment. If a NQSW leaves employments after both milestones have been paid, a proportion of the funding that has been received will be repayable.

5 Q. What additional evidence is required in order for employers to receive funding?

A. Following the introduction of the Knowledge and Skills Statement for social workers working in adult settings it is expected that employers will be able to evidence that the ASYE scheme they are running meets the requirements for national consistency. Skills for Care may request evidence that this is happening through our [National Moderation Panel](#).

All employers receiving ASYE funding are also required to be part of an external moderation ASYE partnership. Your assessment outcomes will be moderated by the partnership to ensure that they meet the requirements of the [Knowledge and Skills Statement for Social Workers in Adult Services](#).

6 Q. What about NQSWs employed after 31 January 2021?

A. Funding for the registration of NQSWs on the ASYE is decided by DHSC on an annual basis. Employers should provide access to the ASYE for NQSWs employed after 31 January 2020. Should funding for the next financial year be agreed by DHSC, employers will then be able to register their NQSWs employed from 1 February 2021 retrospectively. Please refer to FAQ 13 for the reasons behind the cut-off date.

Process

9 Q. Why is the deadline date for pre-registration applications from employers in local authorities, NHS and CICs/social enterprises to that for employers in the Private and Voluntary sectors the same this year?

A. In light of the pressures to all employers due to COVID-19, we announced in our social work briefing that we were undertaking a review of the pre-registration process and how we can adapt it to best support employers and make it as easy as possible to draw on the funding. For those employers who have claimed the adults ASYE funding in previous years, we will use an average of available data of the actual NQSW registrations over the last three years (2017-18, 2018-19, 2019-20) to estimate the number of NQSWs and calculate the milestone 1 payment, which means that these employers will not need to complete a pre-registration form this year. With this in mind, the number of local authorities, NHS and CICs/social enterprise that will need to complete a pre-registration will be very minimal, so we have pushed their pre-registration back to be the same as PVI employers to give them more opportunity to access the funding.

10 Q. Local authorities have in the past registered NQSWs on behalf of employers in the Private and Voluntary sector, will the same apply?

A. We would encourage local authorities and partnerships to support employers in the Private and Voluntary sector to register their NQSWs themselves as the funding allocation can be calculated to reflect the needs of smaller employers. We do however encourage larger employers to continue to support NQSWs in the Private and Voluntary sector and include them in their programmes as applicable

11 Q. If as a new small private and voluntary employer, or local authority/NHS/community interest company/social enterprise employer we don't complete a pre-registration application by the 8 January 2021 deadline, and we employ an NQSW during the year will we be able to claim the funding?

A. No application will be accepted after the deadline date. We would therefore encourage all employers to engage in workforce planning to help them make a pre-registration application.

12 Q. Can a voluntary sector employer who employs no social workers other than the NQSW/s being registered still apply for funding?

A. Yes. Please enter 1 in the column asking for the number of social workers employed on the pre-registration application form. One of the reasons for higher levels of funding for these employers is to ensure they can buy in the appropriate professional social work supervision for their NQSW.

13 Q. Is there a cut-off date after which we cannot register NQSWs?

A. The cut-off date for all employers (local authority, NHS, CIC, social enterprises, Private and Voluntary) is **31 January 2021**. We have introduced this date in order for us to calculate the outstanding payment in accordance with the actual number of NQSWs registered and allocate it within the financial year without delay. The final allocation to employers will depend on the total number of NQSWs registered by all employers during 2020-21, and the funding formula will take into account your organisation size in order to give the fairest allocation possible.

14 Q. If we employ NQSWs at different times throughout the year when do we apply and register them?

A. It is important that you apply and register these NQSWs as soon as possible to enable them to be added to the registration system and release your first milestone payment. NQSWs employed during the year can then be added to the registration system in the same way as previously.

15 Q. What if we have been included in the pre-registration process but do not apply and register any NQSWs on the electronic system?

A. If you do not apply and register any NQSWs on the electronic system you will not receive funding. The grant allocation for milestone 1 will only be paid after you apply and register your NQSW(s) electronically.

16 Q. Why do we need to keep the registration system updated?

A. The second milestone payment is based on the actual number of NQSWs registered by 31 January 2021. Only NQSWs registered on the online system and starting their ASYE on or before 31 January 2021 will be counted in calculating the second milestone allocation. Keeping the registration system updated means that we are able to provide DHSC and the sector with information about the progress of the NQSWs in this cohort over the year.

17 Q. How will we receive our grant letter?

A. Skills for Care use Adobe Sign, a quick and simple way of electronically signing documents. You will receive an email from Skills for Care requesting you to sign a document on Adobe Sign. You only need to click on the email to be taken to the document, and yellow arrows will show you where to complete the required information. You do not have to download Adobe Sign to any of your systems or computers. Once you have completed and signed the document, follow the red arrow and click on the final 'sign document' box. You will not be able to download a copy of the document until all parties have signed. Please note that some parties may sign after you. You will receive another email, once any further parties have signed, that contains the fully signed document for you to download and keep. If you are unable to use this system please contact contracts.unit@skillsforcare.org.uk.

18 Q. Can funding be carried over into the next financial year if an NQSW in adult services hasn't completed their ASYE?

A. The ASYE funding allocated by Skills for Care follows individual NQSWs. We recognise that, depending on the NQSW's individual or cohort start date, some funding may need to roll over from one financial year to the next. Assuming that the funds are spent within the twelve month ASYE period, there is no issue with this. We will require notification of any funding that remains unspent after the ASYE has been completed as per the terms of the grant award letter. We will not automatically seek to reclaim this. Please note this funding retains its ring fenced status and can only be used to support the delivery of the ASYE. If it is used for any other purpose we will take steps to reclaim this funding. If an NQSW leaves the ASYE before completion with the employer we will take steps to reclaim part of the funding issued.

19 Q. Can I submit a pre-registration application if I am not yet a member of an external partnership?

A. If you are in contact with an external partnership and are at the stage of agreeing your involvement, you can submit a pre-registration application. In this case you will

need to submit email confirmation from the Chair. You will be required to submit a copy of your MoC when you register your first NQSW.

Please contact adultsASYE@skillsforcare.org.uk for advice if you are having difficulty accessing an external partnership.