

Department for Work and Pensions

Work Choice Live Running Memo

To: Work Choice Providers

From: Work Programmes Division

Memo Serial No: LR 28

Date: 12th March 2014

Subject: Updates to Work Choice Provider Guidance

Action: For information and action

Timing: Immediate

Background

The latest updates to Work Choice Provider Guidance are now available for perusal on the Supplying DWP – Provider Guidance website.

Summary

For your convenience, here is an at-a-glance log of these changes and amendments:

Section number	Title / Contents	Amendment
Section 17	Quality, Continuous Improvement, Assessment and Evaluation	Section 17 has been updated to reinstate a link to the ICE process detailed in DWP Generic Provider Guidance.
Section 19	Work Choice Wage Incentives	Section 19 has been re-written to make the process clearer and updated Management Information returns have been inserted.
Annex 4	Compatibility with Other Provision	NEA compatibility section clarified: Work Choice participants may be considered for NEA support, in the circumstances described in Annex 4, but persons who are current participants in NEA cannot be referred to Work Choice.
Annex 5	Permitted Work	Annex 5 is updated to reflect new Permitted Work rates.
Annex 6	The Access to Work Programme	Annex 6 has been updated to reflect revised contact arrangements with Access to Work teams and the amended Access

		to Work application process.
Annex 10	List of Work Choice Providers	Contact names updated

Additional Information

Designation Order 2014 – Claimant Consent

Junior Johnson's letter, dated 26th February 2014, concerning Designation Order 2014 was sent to all Contracted Employment Provision Providers.

Work Choice providers should be clear that this DO is specifically intended to cover only the Work Programme. Our legal advisers have now confirmed that it refers to participants in mandatory programmes only; it does not cover communications with employers about participants who are not benefit claimants; nor communications with employers for the purposes of managing outcome payments where the programme concerned does not have a mandatory referral mechanism.

Work Choice providers must continue to obtain appropriate participant consent, as usual.

PRaP Exit Dates

Providers are reminded that when a participant leaves the Work Choice programme the exit date **must** be recorded in PRaP **promptly**.

Contact Details

If you have any queries about this Live Running Memo, please contact your Performance Manager, in the first instance.

Work Programmes Division