

Withdrawn

This publication is withdrawn.
The publication is no longer current.

Work Choice Live Running Memo LR53

To: Work Choice Providers

From: Julie Williams

Copy:

Jo Salloumis, Head of Work Programme and Disability Programmes Policy

Denise Evans, Disability Employment Provision Policy Team Leader

Chris Whitley, Work Choice Provision Policy Manager

John Tiplady, Head of Specialist Provision Work Programmes Division

Barbara Hume, Work Choice Supplier Manager

Work Choice Senior Performance Managers and Performance Managers

David Grimstone, Commercial Disability Category Lead

Polly Fortune, Senior Category Manager Commercial Directorate

Kevin Keenan, Specialist Disability Employment Programmes Team Leader

Stuart Edwards, Access to Work Strategy Lead

Clive Churm Labour Market & Work Services Business Partner

Angela Hargreaves, PPVT Team Leader

Memo Serial No: LR 53

Date: 4/4/17

Subject: Letter to Pre-Extension Work Choice Participants

Action: Action

Timing: Immediate

Action

All participants who started Work Choice prior to the April 2017 contract extensions must be informed of the end of Work Choice service.

Prime providers are required to customise the attached shell letter with your organisation's details and the appropriate end-of-service date, and ensure every Work Choice participant in each of your CPAs receives a copy BEFORE your contract extension commences.

N.B. Remploy, we accept that your contract extension begins earlier than other prime providers (i.e. 7th April) so this may not be feasible. Please issue this letter as soon as possible but not later than 24th April.

Other than the appropriate customisation, you should not alter or add anything to this letter; if you receive any queries your response must not deviate from the message in the letter. If you are unable to resolve any participant queries contact the Work Choice policy team for further advice.

You are required to confirm by email, per CPA, that each of your participants has received a copy of the letter. A simple affirmative note to the Work Choice Policy Team, via the inbox below, will be acceptable. We do not require a list of names of the participants to whom you have issued the letter, but you should keep a note for your own records.

Further Information / Contact Details

If you have any queries about this Live Running Memo please consult your Performance Manager or contact the Work Choice Policy Team via SPECIALIST.DISABILITYPROGRAMMEQUERIES@DWP.GSI.GOV.UK