

Withdrawn

This publication is withdrawn.
The publication is no longer current.

Annex 4 – Compatibility with Other Provision

This Annex pertains to referrals to Work Choice made **prior** to the current contracts' extension period in England and Wales which commenced in April 2017, and to referrals in Scotland up to 31st March 2017.

For guidance pertaining to all referrals to Work Choice in England and Wales made **during** the current extension period, specifically referrals from 25th April 2017 for contracts originally awarded in 2010, and from 7th April 2017 for Remploy, please see "Work Choice Provider Guidance: Post-April 2017" version which will be found on GOV.UK :

<https://www.gov.uk/government/collections/dwp-provider-guidance>

Compatibility with Other Provision

A4.1 Please note: this section evolves continually as other DWP programmes begin and end. The compatibility table on the following pages is correct at April 2017, but providers should note that some of the programmes listed here may be impacted by future DWP changes.

Programme or Initiative	Brief Description of Programme	Work Choice Compatibility
Mandatory Programmes		
Get Britain Working measures - Work Programme	Contracted out support for Jobseekers and Employment and Support Allowance claimant/customers	<p>The Work Programme is not compatible with Work Choice. Whilst participating in Work Choice, clients cannot participate in the work Programme concurrently.</p> <p>Work Choice providers must confirm that claimant/customers referred to Work Choice via SROs (i.e. rather than through a DEA) are not participating in the Work Programme.</p> <p>Information:</p> <p>Once the period in the Work Choice programme has ended, Work Choice participants may join the Work Programme. How the Work Programme Entry Point is calculated, for Work Choice Leavers, depends on the point at which the claimant's Work Choice provision ended and what benefit they receive.</p> <p>If participation in Module One of Work Choice ends without securing employment, the claimant's mandatory Work Programme entry point is calculated from the day after provision ends, in line with normal Work Programme eligibility rules.</p> <p>Voluntary early entry access is also calculated from this</p>

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		point. Normally a Disabled Person may request early entry to the Work Programme following three months of pre-Work Programme activity.
Community Work Placements	<p>Community Work Placements were one of three intensive options available through Help to Work support for Jobseeker's Allowance claimants returning from the Work Programme.</p> <p>NOTE Community Work Placements end in September and October 2016 - no new referrals are being accepted</p>	<p>Community Work Placements is a mandatory scheme designed for those JSA claimants returning from the Work Programme whose key barrier to work is a lack of work experience, motivation or both, and offers them a significant period of full-time activity. The scheme involves claimants undertaking a full-time work placement for 30 hours a week for up to 26 weeks alongside provider-led supported jobsearch.</p> <p>Work Choice may be identified as a more suitable option for some, but concurrent participation in Community Work Placements and Work Choice is not compatible.</p>
Non Mandatory Support Programmes		
Get Britain Working measures – New Enterprise Allowance (NEA)	<p>New Enterprise Allowance (NEA) is one of the Get Britain Working measures and is aimed at helping eligible claimants to start their own business.</p> <p>JSA claimants aged 18+ are, in most cases, eligible for NEA from day 1 of their claim up to the point they become eligible for any mandatory employment programme.</p> <p>New Enterprise Allowance (NEA) is available to the following non-JSA claimants aged 18 and over:</p> <ul style="list-style-type: none"> Lone parents claiming Income Support (IS) on the grounds of being a lone parent. This includes lone foster parents and single people with a child placed with them prior to adoption Employment and Support Allowance claimants in the Work Related Activity Group (ESA – WRAG). <p>The scheme gives eligible claimants access to a business mentor who will help them with their business plan. Claimants who have their business plan signed off and progress into full time trading (within certain</p>	<p>If a claimant is eligible and interested in self-employment, DEAs should normally consider NEA before agreement is reached that the claimant would best be supported by a referral to Work Choice.</p> <p>As suitability for NEA will have been considered by the DEA before referral to Work Choice it is unlikely that NEA will be appropriate in the early stages of Work Choice Module 1, but may emerge later as the best option for the disabled participant, once work goals have been explored and evaluated and disability-related barriers have been addressed by the Work Choice provider.</p> <p>Claimants suitable for referral to the NEA mentoring partner organisation are those with a clear idea of the business they want to start and are ready to commit to exploring how to turn the idea into a reality.</p> <p>Work Choice providers should not advise participants that they will be suitable for referral to NEA. Providers should direct their participant to their JCP Adviser / DEA who will assess their suitability for referral.</p> <p>Access to NEA is subject to all normal eligibility conditions associated with the programme. JCP/DEA will decide if the referral should go ahead, based on an eligibility check and their local knowledge of available places.</p> <p>Referral to NEA must be via a JCP Adviser or DEA and all eligibility conditions will apply. This will include any conditionality associated with the benefit the claimant may be receiving. This will be explained to the participant by the JCP Adviser / DEA.</p> <p>You should be clear, the NEA mentoring organisation is responsible for assessing the viability / suitability of the claimant's <u>business idea</u>; Jobcentre Plus staff will not venture an opinion in this regard, nor should a Work Choice</p>

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	<p>conditions) can access the financial support:</p> <ul style="list-style-type: none"> • NEA weekly allowance payments - £65 per week for the first 13 weeks, followed by £33 per week for another 13 weeks • NEA participants can also be referred for a start-up loan to help them with business start-up costs. <p>Further information will be found at: https://www.gov.uk/new-enterprise-allowance</p>	<p>provider (or any Work Choice sub-contractor) offer any assurance or opinion on the fitness of the business idea for NEA purposes.</p> <p>Note: Although Work Choice participants may be considered for NEA support, in the circumstances described above, persons who are current participants in NEA cannot be referred to Work Choice.</p>
<p>Get Britain Working measures</p> <p>Skills Funding Agency courses and sector based work academies (sbwa)</p>	<p>The Skills Funding Agency is a partner organisation of the Department for Business, Innovation and Skills (BIS). Its job is to fund and promote adult further education (FE) and skills training in England, including Traineeships and Apprenticeships, in a way which supports economic growth.</p> <p>Sector-based work academies (sbwa) were launched in England on 1 August 2011 and in Scotland on 30th January 2012. Sbwaa combine sector-based training with a work experience placement and a guaranteed job interview. They are designed to support JSA and ESA (WRAG) customers who are close to the labour market but who have been unable to find sustained employment in a demand sector with the further aim of supporting employers in those sectors to fill their vacancies more efficiently.</p>	<p>Skills Funding Agency courses</p> <p>Work Choice is a voluntary programme open to all disabled people, whether or not they receive benefits. A DWP Disability Employment Adviser (DEA) normally ensures that every avenue has been explored before referring someone to Work Choice, including addressing any skills or training needs. However, Work Choice Module One may last up to maximum of 12 months, and over that period, a skills course which may have been inappropriate for the participant at the point of referral (i.e. due to issues relating to their disability) may be rendered suitable following the development activity they have pursued whilst on Work Choice Module One, such as capacity building, finding disability solutions and confidence building. Therefore Work Choice participants may access fully-funded SFA (and EFA for 18-year-olds) training/skills provision, where they meet SFA/EFA eligibility rules.</p> <p>Eligible Work Choice participants may access appropriate Skills Funding Agency (SFA) funded training (people aged 19 years and over) or Education Funding Agency (EFA) funded training (18-year-olds) while remaining on the Work Choice programme, where:</p> <ul style="list-style-type: none"> • SFA/EFA training is clearly the most appropriate means of moving the participant closer / into the labour market – the reasons for this must be detailed by the provider on the Development Plan; and • the customer meets SFA/EFA eligibility rules for fully-funded training. <p>The Work Choice provider is required to arrange to refer their participant directly to the skills provider. This will include determining what provision is available in their locality and discussing its suitability with their participant in liaison with the skills provider. Where required, this will include any initial assessment with the skills provider to determine suitability and eligibility.</p>

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		<p>The Work Choice provider should not direct a participant to a Jobcentre. This mirrors current arrangements relating to Work Programme providers.</p> <p>Skills conditionality will not apply to Work Choice participants. A Work Choice participant referred to fully-funded training provision by their provider, whilst voluntarily participating in Work Choice, is not under any requirement to attend.</p> <p>Sector based work academies</p> <p>This also applies to the fully-funded training element of a sector-based work academy (sbwa). Work Choice participants in England may be granted access to sbwa under similar circumstances to those in place for claimants on the Work Programme. i.e. For those on the Work Programme, sbwa is not normally available, but in exceptional circumstances (where Jobcentre Plus has spare places) a District can approach Work Programme providers in their Contract Package Area to seek nominations.</p> <p>Funding of disability-related training support</p> <p>Work Choice providers, via their service fee, will be responsible for the disability-specific needs of learners whilst they are participating in their programme. For normal expenses and exam fees, SFA/EFA providers will use discretionary learner support funds available for this purpose.</p>
<p>The Work and Health Programme (WHP)</p>	<p>The Work and Health Programme is an employment support programme which was launched in North West England and Wales in November 2017. The programme rolls out across the rest of England during early 2018 and provides specialised employment support for people with disabilities and long-term unemployed people.</p>	<p>Any customer who is already participating in a Department for Work and Pensions (DWP) provision, for example, New Enterprise Allowance, Specialist Employability Support or Access to Work Mental Health Support Service, European Social Fund (ESF) or Work Choice, cannot be considered for the WHP.</p>
<p>Get Britain Working measures – Work Clubs, Work Together, Work Experience, Enterprise Clubs</p>	<p>The range of Get Britain Working measures rely on the energy and commitment of employers, community groups and local organisations, amongst others, to assist claimants into work before they reach the Work Programme at between 6 and 12 months unemployment</p>	<p>Get Britain Working measures should usually be considered BEFORE agreement is reached that the claimant would best be supported by a referral to Work Choice.</p> <p>Any specific exceptions are listed in this Annex.</p>

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<p>Get Britain Working measures – Youth Employment Support (YES)</p>	<p>Youth Employment Support (YES) extends existing Jobcentre Plus services and provision:</p> <ul style="list-style-type: none"> • enabling early access to the Work Programme for 18 year olds who have claimed JSA at 16/17; • providing additional adviser support for 16/17 year olds on JSA; • extending eligibility for Work Experience to 16/17 year old JSA claimants; • supporting partnership arrangements to provide signposting to 16/17 year old who are NEET; • funding for local partnership provision; and • promoting the development of Work Clubs for 16-24 year olds. 	<p>If applicable to the claimant/customer, the range of YES help should be considered BEFORE agreement is reached that the claimant/customer would best be supported by a referral to Work Choice provision</p>
<p>Movement to Work</p>	<p>Movement to Work (MtW) is an employer-led approach to helping all young people aged 18 to 24 years old who are Not in Education, Employment or Training (NEETS) into opportunities that will move them nearer to the world of work or into a job. The Movement is an employer-led initiative, supported by Government, although it receives no Government funding and is not a Government programme.</p> <p>Movement to Work offers new vocational training schemes which are being pledged by an expanding number of Britain's largest employers. The opportunities generally last four to six weeks and contain vocational training and/or work experience.</p>	<p>Work Choice is normally delivered by Prime Providers or their formally contracted sub-contractors, however 3rd Tier support, when utilised to address specific barriers or bring valuable expertise to a participant's delivery plan, is acceptable on occasion and will be viewed as a valid contribution to the programme.</p> <p>Concurrent participation in Movement to Work can be allowed under this proviso, but it must not be used as a substitute for support which Work Choice providers should be expected to provide in their Work Choice programme.</p> <p>Work Choice providers, via their service fee, will still be responsible for their participants' disability-specific needs whilst they remain in the Work Choice programme.</p> <p>Work Choice Providers wishing to engage with MtW delivery partners should enquire via this website: http://www.movementtowork.com/just-interested/ and click on the "Contact Us here" button at the bottom of the page.</p> <p>NOTE: Young people can usually continue to claim Jobseeker's Allowance or Employment Support Allowance whilst engaging in MtW, but providers must ensure their participant understands that normal benefit eligibility conditions will continue to apply.</p>
<p>Youth Contract</p>	<p>Wage incentives</p> <p>From 2 April 2012 wage incentives worth up to £2,275 each, were available for</p>	<p>The Youth Contract wage incentive is not available to participants in Work Choice.</p> <p>However, Work Choice funding offers a Work Choice Wage Incentive which sits <u>alongside</u> the Youth Contract wage incentive for people aged 18-24. The Work Choice-funded Wage Incentive mirrors that of the wage incentive offered to</p>

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	<p>employers who can offer an 18 to 24 year-old from the Government's Work Programme, a job lasting at least 26 weeks.</p> <p>The last employment start date for which a Youth Contract Wage Incentive could be claimed was 6th August 2014</p>	<p>employers under the Youth Contract wage incentive.</p> <p>Please note: although the last employment start date for which a Youth Contract Wage Incentive could be claimed was 6th August 2014, Work Choice providers should be clear that that <u>this deadline does not currently apply to the Work Choice Wage Incentive</u>.</p> <p>The last employment start date for Work Choice Wage Incentive claims is still under consideration.</p> <p>For further details please see of Section 20 of this Work Choice Provider Guidance.</p>
BIS and DfE Traineeships	<p>BIS and DfE Traineeships is a non mandatory BIS and DfE led initiative, which focuses on young people aged 16-23 years old; living in England and who are interested in work, but need extra help to get and sustain an Apprenticeship or other job.</p> <p>Traineeships are <u>study based programmes</u> combined with work placements, which give young people the opportunity to develop workplace skills and experience; putting them in a better position to compete for future vacancies/opportunities.</p>	<p>BIS and DfE Traineeships are not available to Work Choice participants concurrently.</p>
European Social Fund	<p>The European Social Fund (ESF) was set up to improve employment opportunities in the European Union and so help raise standards of living. It aims to help people fulfil their potential by giving them better skills and better job prospects. ESF programmes across England, Scotland and Wales differ in terms of their objectives and the types of claimant/customers they support.</p>	<p>Concurrent participation in ESF provision and Work Choice is not appropriate.</p>
Flexible Support Fund	<p>Provides a range of training/provision/opportunities designed to help lone parents, partners and carers improve their skills.</p> <p>Funding, through the Flexible Support Fund (FSF), for training/provision expenses (for example, travel/childcare/replacement care/ equipment/course fees) can be considered for eligible lone parents, partners and carers undertaking Jobcentre Plus</p>	<p>The Flexible Support Fund is not compatible with Work Choice.</p> <p>JCP claimants are eligible for support from the fund provided they are not participating in Work Choice.</p>

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	Approved Activities.	
Community Jobs Scotland	<p>Scheme designed to deliver job opportunities identified across third sector organisations in Scotland primarily to support 16-24 year olds unemployed for six months or more into a job within a third sector organisation in their community.</p> <p>The Scottish Council for Voluntary Organisations (SCVO) and Scottish Social Enterprise Coalition are working in partnership with the Scottish Government delivering the scheme. Young people are referred onto the programme by Jobcentre Plus and Skills Development Scotland. The initiative aims to provide opportunities for up to 2,000 young people.</p> <p>For more information visit: http://www.scvo.org.uk/training-employability/community-jobs-scotland/</p>	<p>Work Choice customers/claimants will NOT be eligible to apply for CJS vacancies whilst they are participating in the programme.</p> <p>To become eligible for CJS, customers/claimants who were previously participating in Work Choice, should be unemployed for 26 weeks (or be eligible for Early Entry) AND claiming any out of work benefit).</p>
DWP Work Psychology Service	<p>DWP Work Psychologists help people who have a health condition or disability or who are disadvantaged through lack of opportunity to find and keep work. They apply psychology to enhance people's employment opportunities, helping them to get a job and keep it.</p>	<p>This support will not be available for Work Choice participants as referral to this service should be considered/tried prior to requesting Work Choice support.</p>
Work Trial	<p>Work Trial gives those at greatest disadvantage in the labour market the opportunity to demonstrate to an employer that they are suitable for, and capable of doing, the job they are applying for. Their purpose is to overcome any remaining suitability doubts an employer and/or disadvantaged group claimant may have following a formal interview for a vacant post. In simple terms, for both claimants and employers, it is an opportunity to 'try before you buy'.</p>	<p>Work Choice participants can access Jobcentre Plus Work Trials but cannot receive expenses from the Flexible Support Fund (FSF). Work Choice participants will need to discuss the potential payment of Work Trial expenses with their provider.</p>

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Training and Learning Support		
Specialist Employability Support Programme (SES)	<p>SES is a voluntary provision aimed specifically at customers whose health-related barriers to work do not allow them to benefit immediately from larger-scale employment programmes, either DWP or non-DWP, national or local provision and/or programmes.</p> <p>There are two strands to the provision:</p> <ul style="list-style-type: none"> • Specialist Employability Support Main Provision (SESMP) – designed for disabled customers who have employment support needs and barriers that are likely to take more than two or three months to resolve, so that they are currently prevented from benefiting from other provision or starting work. Such customers would be likely to experience more complex employment challenges. • SES Start Back (SESSB) – a shorter period of support designed to prepare the participant to attend further provision (DWP or non-DWP), or in appropriate cases, to move directly into employment. The target group for SES Start Back are customers who, after support to overcome specific employment needs, within a defined short period of time, could be ready to move to other provision and/or work. 	SES will have been considered before a referral to Work Choice. Concurrent participation is not possible.
Work Based Learning (Wales) – Work Ready (previously Steps to Employment)	Work Ready (previously Steps to Employment) is to support individuals' progress from non-employment to employment. The provision is for people who are resident in Wales, and consists of two elements: Learning for Work and Routeways.	Customers/Claimants are NOT eligible to join Work Ready if, at the same time they are “taking part in any employment or enterprise programme funded directly by the UK Government, the Welsh Ministers or EU funding that duplicates the provision undertaken through the Work Ready programme”.
Apprenticeships	Apprenticeships are funded for 16 – 24 year olds in England but are open to applicants of all	Apprenticeships and Work Choice are compatible as apprentices receive a wage and have a contract of

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	<p>ages. In Scotland, Apprenticeships are funded for 16-19 year olds. People aged 20 and over may occasionally receive funding but this depends on the funding availability at the time and funding priority is given to 16-19 year olds. In Wales, funding is available to all regardless of age</p> <p>For more information: Apprenticeships in England Apprenticeships in Wales Apprenticeships in Scotland</p>	<p>employment. In England and Wales, Apprenticeships are available to people aged between 16 and 24. In Scotland, there is no upper age limit although funding for those aged 20 and over is targeted at sectors where the biggest returns for Scotland's economy.</p> <p>When a claimant/customer is in Module One of Work Choice, the provider supplies work entry support. Apprenticeships are waged, therefore they are working, and therefore not compatible with Module One of Work Choice. However, should a Work Choice claimant/customer in Module One move to supported employment in Module Two because they start an Apprenticeship and still require provider support, then Work Choice and Apprenticeships are compatible. Module Two support can last up to 2 years.</p> <p>DEAs help employers to retain people with health conditions and disabilities who are having difficulties in successfully performing their jobs. There may be individuals in Apprenticeships with employers in this position, where retention support from the Work Choice programme may be appropriate.</p> <p>As Apprenticeships can last up to 4 years and Module Three of Work Choice recognises that some participants will need support in employment for the foreseeable future, Module Three and Apprenticeships are compatible.</p>
<p>DfE Supported Internships and Traineeships</p>	<p>Supported internships are a structured study programme based primarily at an employer. They enable young people with complex learning difficulties (including those aged 19 to 24 who have a statutory Learning Difficulty Assessment (LDA) or an Education, Health and Care (EHC) plan) to achieve sustainable paid employment by equipping them with the skills they need for work, through learning in the workplace. Internships are unpaid, and last for a minimum of six months. Wherever possible, they support the young person to move into paid employment at the end of the programme. Alongside their time at the employer, young people complete a personalised study programme which includes the chance to study for relevant substantial qualifications and English and maths, if appropriate.</p> <p>Traineeships</p>	<p>Students in DfE Supported Internships and Traineeships cannot participate in Work Choice concurrently but may subsequently be referred for Work Choice support at the end of their programme.</p> <p>Note: Some specialist providers of DfE Supported Internships may qualify for sign-up as a Work Choice SRO provided they meet the full SRO eligibility criteria (see Annex 7 of this Guidance).</p>

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	<p>From August 2013, young people aged 16 to 23 can participate in traineeships as another strand of study programmes. This includes, where appropriate, young people with a LDA or EHC plan up to academic age 25, who are qualified below Level 3. Traineeships last a maximum of six months and offer a work placement, work preparation training, and studies in English and maths where the students have still to achieve GCSEs at grade C, plus additional flexible training and support tailored to individual needs. The aim of traineeships is to support young people to gain the skills, attributes and experience they need to progress onto apprenticeships or other jobs.</p>	
<p>Employability Fund - Scotland</p>	<p>Employability Fund (EF) is a Skills Development <i>Scotland's</i> (SDS) training programme open to claimants aged 16 years and over. The EF brought together existing <i>Scottish</i> Government investment in pre-employment training delivered through SDS and an element of that delivered through the <i>Scottish</i> Funding Council. It aims to support activity that will help people to develop the skills needed to secure a job or progress to more advanced forms of training.</p>	<p>Claimants participating in Work Choice are not eligible for Employability Fund. Their Work Choice Provider is responsible for moving them closer to or into work.</p>
<p>Grants and Financial Aid</p>		
<p>Access to Work</p>	<p>Financial support for workplace adjustments - paid to employers</p>	<p>Access to Work does not fund normal business running costs or general costs that every employer and employee has.</p> <p>Access to Work can support the additional costs of disabled people in self employment and home working, but only in relation to the disability-specific need, not for the normal set up or running costs of a business.</p> <p>There are a number of elements (or types of support) usually available within Access to Work, subject to an approved application, some of which are one-off payments and some ongoing funding:</p>

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		<ul style="list-style-type: none"> • adaptations to premises and equipment; • specialist aids and equipment; • travel to work; • travel in work; • support workers of many kinds e.g. job coach; and • communication support at job interview. <p>See Annex 6 for further guidance on Access to Work</p>
<p>Individual Learning Account Scotland</p>	<p>ILA Scotland is a Scottish Government scheme that helps pay for learning. ILA can provide up to £500 towards a wide range of courses to Work Choice claimant/customers who are 16 or over, living in Scotland. ILA Scotland [funding through a learner account] is available to Work Choice claimant/customers who:</p> <ul style="list-style-type: none"> – are aged 16 or over; – live in Scotland; and, – have an income of £22,000 a year or less; or, – receive one of the benefits listed below. <p>If your claimant/customers currently receive one of the following benefits they can apply for an ILA Scotland learner account:</p> <ul style="list-style-type: none"> • Carer’s Allowance; • Child Tax Credit (maximum rate); • Jobseekers Allowance; • Income Support; • Employment and Support Allowance; or, • Pension Credit (also known as State Pension Credit). <p>There is a wide range of courses available including anything from counselling skills to the European Computer Driving License, ECDL, and accounting to first aid and graphic design to conversational Spanish. Study can be with any ILA Scotland approved provider, including</p>	<p>Providers should work with claimant/customers and consider making onward referrals to any appropriate local support that is available through ILA Scotland.</p> <p>Providers should link into local support services, but would not want a duplication of activities. All activities/services accessed and reasons for use need to be articulated on the claimant/customer’s Development Plan.</p> <p>To request an application pack or to find out more, claimant/customers should call the ILA Scotland helpline free on 0808 100 1090 or visit: http://www.ilascotland.org.uk.</p>

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	learning centres, local colleges, universities and private training companies.	
Childcare Assist	Childcare Assist offers assistance, through the Flexible Support Fund (FSF), with childcare expenses for up to 5 in the 7 days immediately before starting work.	Jobcentre Plus advisers can offer FSF prior to a Work Choice referral but, because the Work Choice service offered by providers is intended to be all-encompassing for participants once on provision, access to FSF whilst participating in Work Choice would NOT be appropriate
Jobcentre Plus Travel Discount Cards	The Jobcentre Plus Travel Discount Card is available to JSA claimant/customers between 6 and 12 months unemployed	As at 30/04/12, this Card is NOT available to claimants on Work Choice as, once on provision, the provider supports the claimant. However, from 04/06/12, Work Choice participants in Scotland can have one 3-month Jobcentre Plus Travel Discount Card issued during Module One. See relevant guidance for further instructions. Claimants in England and Wales DO NOT have access to the Card whilst on Work Choice.

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