

Withdrawn

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Department for Work and Pensions

Work Programme Live Running Memo

To: Work Programme Providers

Cc: Account Managers
Account Executives
Senior Performance Managers
Performance Managers
Andy Wilson

From: Andrew Evans

Memo Serial Number: 170

Date: 30 October 2014

Subject: PRaP Error Notification Form
(PPVT1 Form)

Action: Providers to note new arrangements
for processing PPVT1 Forms

Timing: WEF 3rd November 2014

Background

PPVT Teams in Leeds and Manchester have been responsible for managing the removal of Job Outcomes (and Sustainments) in PRaP where these are on hold or for the removal from PRaP and the recovery of funding where the Job Outcome (or Sustainment) has previously been paid.

The PPVT1 Form (Work Programme PRaP Error Notification) will continue to be used to notify the Provider Payment Validation Team (PPVT) of any Job Outcomes or Sustainment that have either been claimed and are on hold or have been claimed and paid, where additional information has come to light that invalidates the Job Outcome or Sustainment.

Sustainments that are on hold are actioned by the PRaP Operational Support Team and should not be included on a PPVT1 form.

From the 3rd November 2014 this process will change; PPVT1s will be managed by a new PPVT Team based in Sheffield.

Summary and action

Providers to note that (from 3rd November 2014) completed PPVT1 Forms will need to be sent to: ppvt1.requests@dwp.gsi.gov.uk

The Work Programme Provider Guidance (Chapter 9) is currently being updated to reflect this change.

Further information contact details

All enquiries on the subject of this memo should be raised with your Performance Manager in the first instance; they will endeavour to provide you with an answer as soon as possible.

Regards

Work Programme Provision Enquiries Team