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STATUTORY INSTRUMENTS

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**2013 No. 2668**

**SOCIAL CARE, ENGLAND  
CHILDREN AND YOUNG PERSONS, ENGLAND**

**The Providers of Social Work  
Services (England) Regulations 2013**

*Made - - - - 16th October 2013*

*Laid before Parliament 21st October 2013*

*Coming into force 12th November 2013*

**THE PROVIDERS OF SOCIAL WORK  
SERVICES (ENGLAND) REGULATIONS 2013**

PART 1

1. Citation, commencement and application
2. Interpretation and Disapplication of the Care Standards Act (Registration) (England) Regulations 2010

PART 2

3. Fitness of registered provider
4. Appointment of manager
5. Fitness of manager
6. Notification of offences
7. Staffing
8. Fitness of employees
9. Employment of staff
10. Fitness of premises
11. Notice of changes
12. Amendments to Her Majesty's Chief Inspector of Education, Children's Services and Skills (Fees and Frequency of Inspections)(Children's Homes etc.) Regulations 2007

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PART 3

13. Information and documents to be provided by an applicant
14. Interview
15. Notice of changes
16. Information as to staff engaged after application made

PART 4

17. Registers
18. Contents of certificate
19. Return of certificate

PART 5

20. Application for variation or removal of a condition
21. Report as to financial viability
22. Cancellation of registration
23. Application for cancellation of registration

PART 6

24. Electronic transmission
25. Transitional provision  
Signature

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SCHEDULE 1 — Information required in respect of persons seeking to carry on, manage or be employed to work at a social work service

1. Proof of identity, including a recent photograph.
2. Where an individual is or will be engaging in activity...
3. Where an individual is or will be engaging in activity...
4. Where an individual is or will be engaging in activity...
5. Two written references, including a reference from the person's most...
6. Documentary evidence of any relevant qualifications.

SCHEDULE 2 — Amendment of the Her Majesty's Chief Inspector of Education, Children's Services and Skills (Fees and Frequency of Inspections) (Children's Homes etc.) Regulations 2007

1. In regulation 2 (interpretation)— (a) after the definition of "existing..."
2. After regulation 7A (holiday practices for disabled children) insert—  
Providers...
3. After regulation 13 insert— Providers of social work services (1) For the purposes of section 15(3) of the 2000...

SCHEDULE 3 — Information to be supplied on an application for registration as a provider of social work services

PART 1 — Information about the applicant

1. The name of the corporate body and the address of...
2. The full name, date of birth, address and telephone number...
3. Details of the professional or technical qualifications of the responsible...

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4. If the corporate body is a subsidiary of a holding...
5. A reference from a bank expressing an opinion as to...
6. A statement as to whether the responsible individual has been...
7. A statement as to the applicant's ability to ensure the...
8. A business plan in respect of the service.
9. Details of the cash-flow or, where unavailable, predicted cash-flow in...  
PART 2 — Information about the service and proposed arrangements under section 1 of the CYPA 2008
10. The name, address, telephone number, facsimile number (if any), and...
11. Where the service is being operated from more than one...
12. A statement of the proposed arrangements to be entered into...
13. A copy of the safeguarding and whistleblowing policies in respect...
14. A statement as to the accommodation, facilities and services which...
15. The date on which the corporate body was established or...
16. A statement as to the security arrangements, including arrangements for...
17. The name and address of any other establishment or agency,...
18. Whether any other business is or will be carried on...
19. A list of posts at the service and the duties...  
PART 3 — Further information about staff
20. Where a person, other than the applicant, is working at...

SCHEDULE 4 — Documents to be supplied on an application for registration as a provider of social work services

1. Documents concerning applicant
2. Certificates or other suitable evidence relating to the responsible individual's...
3. (1) Subject to sub-paragraph (2), a report by a general...
4. In relation to the responsible individual —
5. A copy of each of its last two annual reports...
6. Where the organisation is a subsidiary of a holding company,...
7. The last annual accounts (if any) of the body.
8. A certificate of insurance for the applicant in respect of...
9. Disclosure and barring service checks

SCHEDULE 5 — Information and documents to be supplied on an application for registration as the manager

PART 1 — Information

1. The applicant's full name, date of birth, current address and...
2. Where applicable, any other addresses the applicant has lived at...
3. Details of the applicant's professional or technical qualifications and experience...
4. Details of the applicant's professional training relevant to carrying on...
5. Details of the applicant's employment history, including the name and...
6. Details of any business the applicant carries on or manages...
7. The name and addresses of two referees—  
PART 2 — Documents
8. The applicant's birth certificate.
9. Certificates or other suitable evidence relating to the applicant's professional...
10. (1) Subject to sub-paragraph (2), a report by a general...
11. (1) Where that individual is or will be engaging in...

SCHEDULE 6 — Particulars to be recorded in the registers kept by HMCI

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1. The full name and address of each person registered.
2. The address of the registered office or principal office of...
3. The full names and addresses of any responsible individual.
4. The full name, address and telephone number of the service....
5. The date of registration and of the issue of the...
6. The details of any conditions imposed on registration, any additional...
7. The registration number.
8. The date and nature of any enforcement action being taken...

Explanatory Note