
STATUTORY INSTRUMENTS

2004 No. 2071

The Adult Placement Schemes (England) Regulations 2004

PART 1

GENERAL

Service user's guide

5.—(1) The registered provider shall produce a written guide to the scheme (in these Regulations referred to as the “service user's guide”) which must include—

- (a) a summary of the statement of purpose;
 - (b) a statement explaining the process whereby arrangements are made for the placing of service users, including how adult placement carers are chosen to provide care or support to service users and how the placement is made;
 - (c) a statement of the range of care and support provided by adult placement carers under the scheme;
 - (d) a statement of the fee, or range of fee, payable by or in respect of service users for the provision of each type of care and support provided under the scheme including a statement of any services for which there may be an extra charge not included within the stated fee or range of fee;
 - (e) the standard terms and conditions for the provision of the care and support for service users, including the terms governing the termination of the placement and the notice period required to terminate the placement;
 - (f) a summary of the complaints procedure; and
 - (g) the address and telephone number of the registered provider and of the CSCI.
- (2) The registered provider shall—
- (a) provide a copy of the service user's guide to the CSCI; and
 - (b) provide a copy of the current service user's guide to each service user placed by the scheme or to their representative.