

# GUIDANCE FOR REGISTERING ON THE LD OPEN FRAMEWORK

Head Office

Provision

Head Office register interest and SCC send PQQ to be completed at corporate level. A spreadsheet will be attached which should be completed with each provision and the service area(s) for which each provision would like to register.



SCC evaluate the PQQ and if it is deemed as a pass, SCC will then upload each provision on the spreadsheet onto the framework and send out quality questions for the service area(s) as stated. Providers will receive a log in for each provision to the email address supplied.



Each provision should complete the quality questions.



Quality Questions will be evaluated and if the provision passes then will be accepted onto the framework as an 'Approved Provider'.



Each provision can now put forward proposals for packages of care in their registered service areas.

PQQ

Quality Questions

# Example

Royal Somerset LD Care has a head office in Taunton, a Supported Living Team in Yeovil, a daytime support team in Mendip, a day services centre in Frome and 2 Residential Homes, 1 in South Somerset and 1 in North Somerset.

Head office in Taunton would complete the PQQ on behalf of the company and fill in the attached spreadsheet with the details of each provision and which of the service area(s) they would like each provision to be registered for. SCC will then evaluate the PQQ and upload each provision to the system with a separate log in for each which will be emailed to the email address provided in the spreadsheet.

Each provision will then receive the correct quality questions for the service area(s) they wish to be registered for. The quality questions need to be answered by each provision and NOT corporately. SCC will receive the responses and evaluate and if successful each provision will be approved on the framework and able to put forward proposals for packages of care.

