



SUPPORTED LIVING SERVICES (KENT) LTD

Placement Agreement

Name of young person:

Date of birth:

Home address :

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.....

Local Authority:

Social Worker: Contact No:

Email:

Team Leader: Contact No:

Email:

Address :

.....
.....

Placement Manager: Contact No:

Email:

Finance Manager: Contact No:

Email:

Invoicing Address :

.....
.....

SUPPORTED LIVING SERVICES (KENT) LTD

..... will reside at

Registered Manager: Contact No:

Email:

Address :

.....
.....
.....

Weekly agreed fee:

Name: Position:

Signed: Date:
On behalf of the local/placing Authority

Name: Position:

Signed: Date:
On behalf of Supported Living Services

SUPPORTED LIVING SERVICES (KENT) LTD

Terms and Conditions of Contract

1. The agreed fee is initially for the first six weeks of placement. At this point the placement costs will be reviewed and any additional costs to Supported Living Services (SLS) in meeting the client's needs identified. Any change in fee will be discussed with the Social Worker and evidence provided for any change.
2. Invoices will be submitted every four weeks in arrears unless agreed otherwise with the Local Authority.
3. Social Services are responsible for coordinating the collection of the fee if more than one agency is responsible for its payment.
4. Payment should be received within 30 days.
5. All fees are reviewed annually.
6. A minimum of 28 days notice of termination of placement is required. In extreme circumstances this might be negotiated with the Directors of SLS. All decisions must be consistent with the client's care plans and review decisions.
7. SLS will provide a minimum of 28 days notice of termination of placement. The only exception to this would be where to do so would put this client, or others, at serious risk and would follow consultation with the Social Worker or others in the referring Local Authority.
8. Contact visit costs will be negotiated depending on distance and frequency.
9. The fees include birthday & Christmas presents, recreation.
10. We will negotiate any fees to provide specialist services not included in our care provision. These would normally be charged at cost.
11. Every client should have an allocated Social Worker.
12. Any variations to these terms will be subject to negotiation with the Directors of SLS.

Should you have any further enquiries please contact Paul D.Nolan or John Forrest on 01843 595091.