



All about SSSC registration

Local contact details

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How can UNISON help me if I'm told I'm being investigated?

UNISON members get access to a steward to help you with employer investigations and accompany you to meetings. Your steward can also represent you at disciplinary hearings. You can get in touch with your local steward by contacting your local branch office details above this leaflet.

Tell your steward straightaway if you get any letters from SSSC. Your UNISON branch will then refer your case to UNISON full-time officials who will organise legal representation for you for SSSC issues. Since SSSC has strict time limits it is important you pass on all SSSC correspondence immediately.

To qualify for legal assistance with SSSC issues you must have been a UNISON member for at least 4 weeks before the incident that is being investigated. Members who join when they are told they are being investigated do not qualify for legal help with SSSC issues but the branch may, at its discretion, agree to provide help with employer disciplinary proceedings.

DON'T WAIT UNTIL YOU ARE IN TROUBLE BEFORE YOU JOIN A UNISON - your rep can give you help and advice at an early stage if you are already a member. SSSC processes are complex and expensive if you have to find your own legal advice. UNISON members get legal advice at no extra cost.

The SSSC regulates the social service workforce in Scotland, in order to reassure the public that social services are being provided by a trusted, skilled and confident workforce.

They protect the public by registering social service workers, setting standards for their practice, conduct, training and education and supporting their professional development. Where registered workers (registrants) fall below the SSSC standards of practice or conduct SSSC can investigate and take action, separately from any investigation conducted by your employer.

If you have more than one job that needs registration with the SSSC, you must be registered for each role you are carrying out. You may therefore be registered on more than one part of the SSSC Register.

Registrants must tell SSSC if their personal details (eg address, qualifications, employer, job). Out of date information may mean your registration lapses.

You can update your information online at MYSSSC once you have registered.

Scottish Social Services Council (SSSC)

I work as a home carer so do I have to register.?

YES - From April 2017 all social care staff must be registered with the SSSC and will have to have at least SVQ2. If you are currently in post you have 5 years to get the qualification. Homecarers employed after April 2017 will have to achieve their SVQ2 within 6 months of commencing employment. Homecarers will have to pay an annual fee of £15, which the individual employee is liable for.

Is it true that my employer has to inform SSSC if it investigates me for any reason?
Your employer will usually notify the SSSC they are carrying out an investigation. However, you have a duty to inform SSSC yourself if you are put under investigation. Failure to let SSSC know about an investigation could itself be a fitness to practice issue.

What happens when the SSSC get a report about my conduct at work?

SSSC will write to you asking for more information and will get information from your employer. If the allegations are serious SSSC may want to put a temporary restriction on your practise or suspend you from doing registrable work pending outcome of the investigation. This may affect your employment. SSSC have strict time limits for you to reply to letters and submit information.

What does that mean for my post?
Frequently Asked Questions below

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What is a Fitness to Practise Hearing?

SSSC hold Fitness to Practise hearings to decide if a registrant is still competent and fit to work in social care. They are formal hearings, with lawyers and a panel to make a decision. The panel decides on the balance of probability whether the conduct falls short of the standard required. They use statements from your employer, statements you have provided and you will also have to attend the hearing to give evidence. They can also look back at your registration history, so if there was a similar allegation made against you before (even if it wasn't upheld) they can draw conclusions that there may be a pattern of unacceptable behaviour.

What action can SSSC take?

If the Panel decides your Fitness to Practise is impaired you can be given a caution, a restriction on your practice, suspended from the register for up to 2 years or struck off the register altogether.

A suspension or being struck off may mean your employer dismisses you because you can no longer fulfil all the requirements of your job.

In some cases SSSC write to a registrant under investigation asking them to agree to accept a caution or a warning without a formal Fitness to Practise Hearing. It is important you get advice from your union rep before you agree to this because this might affect your job.

**For staff who work
in Home Care**

UNISON North Lanarkshire LG Branch