

# Guide to Roles & Responsibilities

## Registered Provider (Organisations)

This resource has been prepared and produced by the National Children's Bureau, the provider of the Department for Education funded Sector Awareness and Provider Preparedness programme, based on the information published directly by [Department of Education](#) and [Ofsted](#). It is highly recommended that you refer to The Department of Education and Ofsted's most up-to-date guidance to support the application and registration process.

# Registered Provider

This guide to the Registered Provider role is for if you are an **organisation**. This includes if you are a **Limited Liability Partnership (LLP)**.




Registered Provider

The Registered Provider can be an individual, partnership or an organisation.

## What is the Registered Provider responsible for?

The Registered Provider is the person who is registered under Part 2 of the Care Standards Act 2000.


They are accountable for ensuring compliance with the Regulations and upholding the Quality Standards across all settings in the service. 



The Registered Provider must appoint the Registered Service Manager and ensure that they can effectively supervise the management of all the settings in the service. The Registered Provider will also be accountable if the Registered Service Manager fails to do this.



The Registered Provider must have an appropriate structure in place, including leadership and management arrangements, that considers and reflects the breadth, scope and geographical reach of the service being offered.

The Registered Provider must appoint a Nominated Individual to represent the organisation in its dealings with Ofsted and act as a single point of contact. 

## The Registered provider must:



Have the appropriate skills to manage the supported accommodation undertaking effectively.

Be of integrity and good character.



Be mentally and physically fit to manage the supported accommodation undertaking.

Be financially fit to carry on the supported accommodation undertaking.



### A Registered Provider would not be considered financially fit if:

- they have been made bankrupt
- sequestration of their estate has been awarded
- a moratorium period under a debt relief order
- applies in relation to the individual,
- they have made a composition or arrangement with their creditors



## The Registered Provider must be able to produce:

Proof of identity, including a recent photograph.



A valid Enhanced with Barred List(s) DBS check.



Two written references, including a reference from their most recent employer.



A full employment history, together with a satisfactory explanation of any gaps in employment, in writing.



Documentary evidence of any qualifications which the person considers relevant for the position for which they are applying to register.



If they have previously worked in a position involving work with children or vulnerable adults, verification of the reason why the employment ended.

