

Dear FCOC Users

Please read the following information carefully – it is vitally important that this is understood as this will have implications for your data return.

Several updates and improvements were made overnight so please open FCOC this morning to review your location data to see where this may have been impacted. **If you have generated any reports, please consider re-running this data to ensure it is reflective of these changes.**

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Following feedback from a number of care providers, we've taken action to adjust and improve some points on the CareCubed FCOC tool for 65+ Care Homes and correct a number of calculations. These changes are now live in CareCubed FCOC.

Cover costs (on Tab 6 – Direct staff costs)

Calculation of the percentage add on for cover costs has been adjusted so that the total number of working days is reduced in line with the number of non-workdays. So, using the example of holiday, for each holiday year, a worker is entitled to 5.6 weeks (28 days in this instance as a minimum – some may pay more) leave according to the statutory minimum under the Working Time Regulations. When calculating holiday entitlement, you acknowledge that those 5.6 weeks (28 days in this example) of the year will not be worked. The pay is therefore calculated as 52 weeks minus 5.6 weeks is 46.4 weeks. 5.6 divided by 46.4 is 12.07%.

Employer on costs (on Tab 6 – Direct staff costs)

Employer on costs such as employers NI, employer pension contribution, apprenticeship levy, are now applied to the cover costs as well as to the base hourly rate to the employee.

Data entry with decimal places

Some tabs, including Tab 5- staffing hours – allowed a non-integer to be entered e.g., 6.5 hours, but rounded this down to the whole number e.g. 6 hours in subsequent calculations. This has been adjusted so that the full figure (including any decimals) is now used in the calculations.

NEXT STEPS and POTENTIAL ACTION FOR PROVIDERS WHO HAVE ALREADY SUBMITTED A RESPONSE

The changes will be applied to the system and figures for all locations will be re-calculated automatically. In many cases, the resulting change in totals will be very small indeed. Where a location has not yet been submitted to the local authority, the care provider should simply review the figures and make any desired amendments before submitting.

Where providers have already submitted the location data to the local authority, they may wish to adjust and resubmit.

To facilitate this, all locations which were in status Submitted or Approved at close of business on Wednesday 6th July have had their status set to "In Query". Providers can review the figures, make changes if desired, and resubmit to the local authority. If they do not wish to make any changes, **they must simply re-submit.**

NOTE FOR LOCAL AUTHORITIES

Providers will want the opportunity to review their data following the changes. Therefore, if your submission deadline is this week, you may consider it appropriate to adjust your deadline to be early next week to afford additional time for this review.