



NBN Registration Form

Please refer to the guidance notes for a full explanation of our regional registration and accreditation policy

Name:

Contact Details:

Email:

Telephone no(s):

Address:

If you wish to have your postal address appear on our website then please tick this box

Personal Experience and/or Professional Background

Areas of expertise and any special skills

Accreditation (if any)

Availability and regional coverage

Details of your Professional Indemnity Insurance and Public Liability Insurance (Company name and policy number)

Please tick here if you require NBN insurance cover and we will contact you to discuss details.

Training

Please provide details of any brokerage training courses you have attended

Course title:

Training provider:

Dates:

If you would like details of NBN recommended training programmes, please tick this box

Your status as a broker

Disabled person brokering for myself

Family carer

Working for a host agency (please provide details)

Independent broker (paid)

Independent broker (voluntary)

Other (please describe)

References

These should be preferably from two people or families you have worked on behalf of who are prepared to talk confidentially to other people looking to appoint their own broker. If not then please supply character references from someone who has known you or you have worked with within the last 5 years.

Reference 1

Name:

Address:

Telephone no:

Email:

Reference 2

Name:

Address:

Telephone no:

Email:

Any other comments or requests for additional information?

Please tick this box if you are happy for this information to be included on our website in an accessible format

Please send completed forms with a photo of yourself, a copy of your current CRB check and insurance document copies (if any) to:

The National Brokerage Network, 3, The Courtyard, Windhill, Bishops Stortford, Herts CM23 2ND Tel. 01279 466025

To help us track developments in support brokerage, please take a few minutes to answer the questions below			
		Y/N	Please insert charges where applicable
Individual Service Fund	Are you able to hold someone's Individual Funding for them and act as their Agent, spending the money on their behalf?		
Service Design	Are you able to design and develop individually tailored support packages to an agreed budget?		
Payroll Service	Are you able to organise pay and taxation for people employing their own supporters?		
Accounting	Are you able help people to keep up-to-date financial records and returns for the Individual Funding?		
Recruitment	Are you able to help people recruit their own supporters?		
Personnel Advice	Are you able to offer personnel advice to people managing their own support?		
Community Development	Are you able to help people to make connections within their community?		
Training, mentoring, supervision and accreditation	Are you interested in providing training, mentoring and supervision now or in the future?		

Benefits Advice	Are you able to help people identify and claim additional benefits, entitlements or possible resources?		
NBN Governance (National Board, Regional Boards, regional co-ordination)	Are you interested in contributing to the development of the NBN now or in the future?		
High Intensity Coordination	Are you able to help people run their own support service from week-to-week?		
Medium Intensity Coordination	Are you able to help people change their support service over the course of a year?		
Low Intensity Coordination	Are you able to help people review and change their support service annually?		
Any other development ideas or innovations			

Please tick which region you are from:

- | | | | |
|--------------------|--------------------------|--------------------|--------------------------|
| Scotland | <input type="checkbox"/> | Central England | <input type="checkbox"/> |
| North West England | <input type="checkbox"/> | South West England | <input type="checkbox"/> |
| North East England | <input type="checkbox"/> | South East England | <input type="checkbox"/> |
| West Midlands | <input type="checkbox"/> | London | <input type="checkbox"/> |
| East Midlands | <input type="checkbox"/> | Eastern England | <input type="checkbox"/> |
| Wales | <input type="checkbox"/> | Northern Ireland | <input type="checkbox"/> |

NBN Registration Form Guidance Notes

Introduction

Since registration for brokers was first piloted as part of the 2004-2005 In Control pilot, the National Brokerage Network has been attempting to map a course through the complex maze of training, accreditation, public protection, CRB checks, insurance, supervision and quality monitoring issues that any emerging sector has to go through. In the past 12 months, demand for registration from both brokers and local authority's has increased beyond the NBN's capacity to provide a robust, accountable response, particularly for UK regions that do not have a strong local agency leading development.

Registration and accreditation

At the NBN board meeting in London in May 2008, the decision was taken to make sure that local disabled or older people and their families keep control over the development of brokerage and the ways brokers are trained and accredited. In line with our current regional structure, this will mean that:

- Registration, training and accreditation of brokers will be dealt with by each region to ensure local accountability
- Regional specialisms and flexibility will be enhanced
- Local and regional 'hub' agencies will be encouraged to create boards of disabled or older people and family carers to govern service delivery
- Trainers will be encouraged to work across regions to ensure best practice exchange
- National minimum standards for all aspects of brokerage will continuity to be set by the NBN membership and board of regional co-ordinators

- National minimum standards will make it easier for brokers to work across regions or move to other areas

We are piloting this approach in the Eastern Region to co-incide with the recommendations in our recent feasibility study for Essex County to roll out broker support to over 8500 people. Brokers (paid or voluntary) who wish to register in the **Eastern Region** will be entitled to the following:

- CRB checks
- Insurance cover
- Supervision
- Training (5 day NBN programme plus ongoing action learning sets and supervision (peer and individual))
- Accreditation (current Havering College/Portsmouth University model worth 30 CAT points and other options currently under development)
- Local 'hot desk' office facilities (check availability – development programme to identify 'host' hub agencies currently underway across the region)
- Core IAG (Information, Advice and Guidance) support
- Payment for these services will be linked directly to your earnings as a broker – you only pay for what you need.

At this stage, we will be forwarding registrations from other regions to the relevant regional co-ordinator and will arrange for them to get in contact with you.

We will hold your details here at the national office with your permission, if your area does not yet have any lead agencies or regional co-ordinators with the capacity to support you.

If you wish to work as a self-employed, independent broker and need NBN insurance and supervision, we will work with you and any emerging local agency in your area to help you get stated until they can take over responsibility.

If you have any further questions at this stage, please do not hesitate to contact me

Thanks for registering with us.

Tony Phillips

Chair

National Brokerage Network

Regional Co-ordinator (East)

Realife Trust

3, The Courtyard,

Windhill,

Bishop's Stortford,

Herts

CM23 2ND

Tel: 01279 466025/504735

Email: info@nationalbrokeragenetwork.org.uk or tony@realife.org.uk

www.nationalbrokeragenetwork.org.uk